


Tribunal Secretary Training

 27 - 28 January 2025

 Walder Wyss, Seefeldstrasse 123
8008 Zurich, Switzerland

Immersive two-day training

This training is tailored for international arbitration practitioners aiming to excel as tribunal secretaries. Using a simulated arbitration case, participants engage in hands-on exercises to develop essential skills within a small group setting. The program also covers key legislation, best practices, and international standards. It concludes with practical insights and advice from a distinguished senior arbitrator.

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SESSIONS



KNOWLEDGE
SHARING



HANDS-ON
EXERCISES



PRACTICAL
DISCUSSIONS

PROGRAM

DAY 1 | 10:00 - 18:00

Session 1

Duties of a Tribunal Secretary

Session 2

Appointment & Logistics

Session 3

Case Management Assistance

DAY 2 | 10:00 - 19:00

Session 4

Hearing Preparation & Support

Session 5

Post-Hearing Assistance

Session 6

Q&A with a Senior Arbitrator

Hosted by:

walderwyss

REGISTER NOW



The number of participants is limited. For more information and to register, [click here](#).

Price: CHF 680

(includes training, all course materials, and all meals)

TRAINERS



DOROTHEE SCHRAMM
Independent Arbitrator



ANGELINA PETTI
von Segesser Law Offices



OLE JENSEN
ArbBoutique

With the assistance of:
RODRIGO PONTES ARALDI, Deloitte

Q&A with Senior Arbitrator



PIERRE TERCIER
University of Fribourg



Participants are encouraged to attend Swiss Arbitration Summit 2025

29 January – 31 January
Kongresshaus Zurich

