

ALTERNATE DISPUTE RESOLUTION BOARD, HILSR

MINUTES OF THE MEETING

DATE: 22.09.2026

TIME: 11:50 – 12:35

VENUE: Nazish Ma'am's Chamber

ATTENDEES: Convenors, Co-Convenor, Secretary and All Directorate Heads

AGENDA OF THE MEETING: Discussion on finalising all formalities regarding the Arbitral Award Competition.

PROCEEDINGS:

The ADR Heads met on 22 September 2026 to discuss and coordinate arrangements for the upcoming Arbitral Award Presentation, the proposed Intra-Mediation Competition, and other forthcoming initiatives of the Committee. The meeting primarily focused on finalising the logistical requirements, award and certification arrangements, budgetary considerations, and future event planning.

The members discussed arrangements for the Arbitral Award Presentation, scheduled for Monday, 28 September 2026. It was decided that Sneha Ma'am and Sukaina Ma'am would serve as the judges for the Arbitral Award Presentation. It was further noted that a permission letter would be required for the pre-function room and the Board Room as well. The programme was scheduled from 11:00 AM to 1:00 PM, with LT 13 identified for the presentation. The members agreed that all necessary permissions and logistical arrangements should be completed in advance to ensure the smooth conduct of the programme.

The Committee further discussed the arrangements for trophies, certificates, and other forms of recognition. It was decided that six trophies would be required for the Reel making competition winners, while two trophies would be arranged for the Arbitral Award Presentation. The format and design of the trophies are to be finalised accordingly. In addition, the members discussed the preparation of two mementos for the Arbitral Award judges, Sneha Ma'am and Sukaina Ma'am, with the format of the mementos to be finalised before the event.

The preparation of certificates was also taken up during the meeting. The members discussed the requirement of 10 certificates and agreed that both the e-certificate draft and hard-copy format should be prepared and finalised appropriately. The drafts will be reviewed before being issued to ensure uniformity in format and presentation. Arrangements for refreshments for the judges on 28 September 2026 were also discussed, and the necessary arrangements are to be made before the programme.

The proposed dates for the Intra-Mediation Competition were subsequently discussed. After deliberation, 25 and 26 October 2026 were proposed as the dates for conducting the competition. The members noted that the budget for the event must be finalised and formally proposed before further logistical and organisational arrangements are undertaken.

Towards the end of the meeting, the Committee also discussed the possibility of organising an event focusing on Digital ADR, with Aspire India being considered in connection with the proposed initiative. The concept and potential collaboration were discussed, while the detailed format, schedule,

responsibilities, and logistical requirements are to be deliberated upon and finalised in the subsequent meetings.

The meeting concluded with the members agreeing to proceed with the necessary preparations for the Arbitral Award Presentation and to ensure that the pending formats, permissions, refreshments, certificates, mementos, and trophies are finalised within the required timeline. Further discussions regarding the Intra-Mediation Competition, its budget, and the proposed Digital ADR initiative will be undertaken in the forthcoming meetings.

