

Schedule 3

(See also By-Law 6D)

Waiver Guidelines

The following Guidelines shall be used by Council in determining whether the requirements for admission as a Fellow of the Institute may be waived.

- i. An application for a waiver shall be proposed and supported by a Council member who is preferably a Fellow and supported by a Fellow, both of whom shall have personal knowledge of the proposed member;
- ii. Any application for waiver must have an evidential basis having regard to the minimum attributes for a successful application as described below. For example at least two reasoned awards should be submitted in the case of an arbitrator candidate for waiver.
- iii. The application must also be accompanied by a report describing the proposed member's eminence in the field of dispute resolution processes and the prestige or benefit their membership will bring to the Institute.
- iv. The minimum attributes for a successful application shall be as follows:
 - a. Dispute resolution professionals who can demonstrate that they have practised continuously as such for at least 10 years and who have achieved eminence and renown
 - Through their high office on other dispute resolution organisations; or
 - Through their authorship of authoritative texts on the subject of dispute resolution; or
 - Through their standing as professor or equivalent in a university or equivalent academic institution where they teach or research dispute resolution practice and procedure.
 - b. Retired judges who had extensive experience in civil cases while serving and where the candidate can demonstrate (for example by submission of judgments or identification of reported cases) that they have given judgments on not fewer than 3 cases where an important matter at issue in the case(s) was an issue of dispute resolution principle, practice or procedure.
 - v. The Council member proposing the waiver candidate shall:
 - Not be present when the discussion and decision on the application is being considered by Council; and
 - Will be informed once the Council has reached its decision on the application; and
 - If the application for waiver is successful arrange for the proposed member to be interviewed by an interview panel, the members of

whom and the manner of interview to be approved by Council.

- vi. There will normally be no exemptions from the requirement that the proposed candidate for waiver must satisfy an approved interview panel of their knowledge of dispute resolution processes and their suitability to become a Fellow before the classification of Fellow can be conferred on the candidate.