Swiss Arbitration Association

Tribunal Secretary Training

12 - 13 January 2026

LALIVE, Rue de la Mairie 35, 1207 Geneva, 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.

6 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 - 18:30

Session 4
Hearing Preparation & Support

Session 5
Post-Hearing Assistance

Session 6
Q&A with a Senior Arbitrator

Hosted by: LALIVE

REGISTER NOW

The number of participants is limited. To complete your registration please scan the QR Code or **click here**.

Price: CHF 680
(includes training, all course materials, and all meals)

TRAINERS



DOROTHEE SCHRAMM
Independent Arbitrator



ANGELINA PETTI
von Segesser Law Offices



JUAN CAMILO JIMÉNEZ-VALENCIA
Hanotiau Tossens Goldman

With the assistance of:
RODRIGO PONTES ARALDI, Deloitte

Q&A with Senior Arbitrators



NIUSCHA BASSIRI
ArbBoutique



MICHAEL SCHNEIDER
LALIVE

Participants are encouraged to attend the Swiss Arbitration Summit 2026*
*All Tribunal Secretary Training participants will receive a 10% discount code.
14 - 18 January
Intercontinental Geneva