

## **NOTICE**

Dear All,

This is in reference to the massive outbreak of COVID-19 Novel Coronavirus which has already been declared as a Pandemic by World Health Organization. As you are aware, Ministry of Health and Family Welfare, Government of India has issued Advisory on Social Distancing Measure in view of spread of COVID-19 disease.

As the above pandemic has led to unprecedented challenges to all involved in litigation and arbitration with only urgent hearings in the court/s and cancellation of arbitral hearings. Our Hon'ble Prime Minister has also extended the pan-India lockdown due to the Covid-19 outbreak till the 3rd of May 2020.

Considering the importance of access to justice even in this strenuous phase, Indian Council of Arbitration (ICA) has decided to make **use of information technology and video conferencing tools** to conduct the arbitration proceeding. This will enable us to render services for seamless and smooth conduct of arbitration and contribute to our mission of making arbitration, the quickest mode of resolving disputes, even in these critical times.

In view of above, we request the members of the ICA and their affiliated parties to inform us of your response and consent to our proposal in advance at [ica@ficci.com](mailto:ica@ficci.com). ICA Secretariat shall then guide the members for conducting hearing via video conferencing.

Please also note that ICA is now **accepting registration of fresh arbitration cases**. The parties and their respective counsels are requested to follow the below prerequisites in accordance with Rule 15 of ICA Rules of Domestic Commercial Arbitration and Conciliation, 2016 for initiation of arbitration. **(Please note that all the communication/filing shall be sent to [ica@ficci.com](mailto:ica@ficci.com) till the lockdown orders. However, the parties are requested to send the hardcopies of the entire documents post the lockdown order ends.)**

1. Scanned copy of the notice of request for arbitration to the Registrar and to the Respondent.
2. Scanned copies of Statement of Claim, facts supporting the claim and requisite document, points at issue and relief or remedies sought.
3. Proof of delivery of the notice of request for arbitration to the Respondent.
4. Claimant's and Respondent/s GST Number.
5. In regard to the payment against the Registration fees, **(Rs. 17,700/- i.e. Non-Refundable Process Fee of Rs.15,000/- plus any applicable tax for claims up to Rs. One Crore and Rs. 35,400/- i.e. Rs. 30,000/- plus any applicable tax for claims more than Rs. One Crore).**

In this regard, the bank details of Indian Council of Arbitration are forwarded herewith for making the payment through RTGS/ NEFT:

Name of beneficiary:	INDIAN COUNCIL OF ARBITRATION
Name of bank:	UNITED BANK OF INDIA, TANSEN MARG BRANCH, NEW DELHI-110 001
Type of account:	SAVINGS BANK ACCOUNT
Account No. :	0359010018988
IFSC No. :	UTBI0TNM709 (Both '0' stand for zero)

Kindly facilitate the payment at the earliest and intimate us once you complete the online payment and provide us your bank receipt in order to enable us issue receipt of the amount.

Looking forward to hearing from you soon. Please feel free to contact for any further information / query.

With best Regards  
Amit Padhi  
Dy. Director  
Indian Council of Arbitration