



**Center for International Mediators
and Arbitrators**
Winter Academy

Arbitration Case Management Accra International Arbitration and Mediation Rules

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ACCRA ARBITRATION RULES 2025



Center for International Mediators
and Arbitrators

**Accra International Arbitration
and Mediation Rules**



ACCRA ARBITRATION RULES

Part I — Preliminary



Rule 1 — Citation

Cited as the Accra International Arbitration and Mediation Rules 2025. Covers both Arbitration and Mediation Rules.

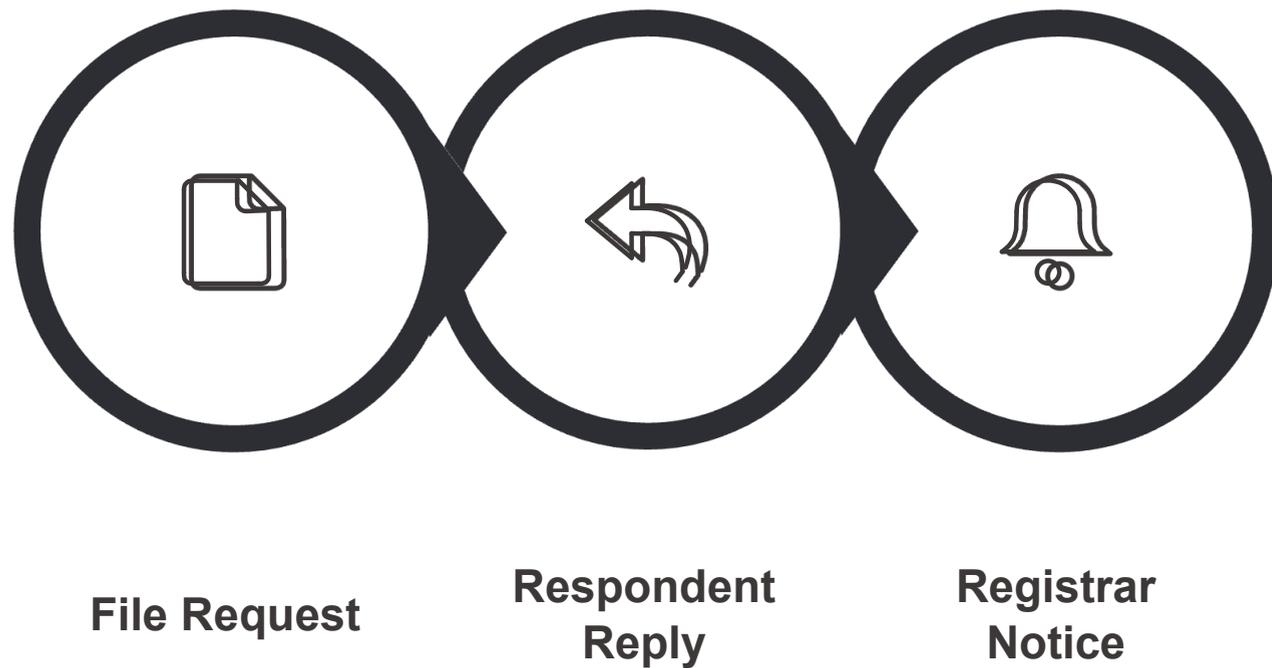
Rule 2 — Key Definitions

*Act: Ghana's ADR Act 798, 2010. **Arbitral Tribunal:** sole arbitrator or panel. **Center:** CIMA including Board, Registrar and staff. **Registrar:** Chief Executive Officer of the Center.*

Domestic vs. International

Domestic: parties are Ghanaian nationals/entities. International: parties have places of business in different states, or the seat/obligations are outside Ghana.

Part II — Commencement of Arbitration



*Arbitration commences on the date the **complete** request is received by the Registrar. An incomplete request is not valid until all requirements are met.*

Request Must Include (Rule 5)

- *Party names, addresses, contact details*
- *Copy of arbitration clause or agreement*
- *Brief statement of dispute and relief sought*
- *Seat and language of arbitration*
- *Non-refundable filing fee (per First Schedule)*

Part III — The Arbitral Tribunal



- 1 Appointment (Rule 7)**
*Sole arbitrator by default; three arbitrators by party agreement. Center appoints if parties fail to nominate within 30 days. Center's appointment decisions are **final**.*
- 2 Impartiality (Rule 8)**
Arbitrators must be independent and impartial, must not advise any party on merits, and must disclose any circumstances raising justified doubts as to their independence.
- 3 Nationality (Rule 9)**
Where parties are of different nationalities, the sole arbitrator or chairman shall not share a nationality with any party, unless all other parties agree in writing.
- 4 Removal & Replacement (Rules 11–13)**
Arbitrators may be removed for justifiable doubts on impartiality. A majority of two may continue proceedings if the third arbitrator refuses to participate.

Part IV — Arbitral Proceedings

Core Procedural Rules

Conduct (Rule 14)

Tribunal must act fairly, avoid unnecessary delay, and provide efficient resolution.

Written Statements (Rule 15)

Statement of case → defence → reply, each within 15 days of receipt of the prior submission.

Seat & Language (Rules 18–20)

Default seat: Accra, Ghana. Language follows the arbitration agreement; English applies to defaulting parties.

Hearings (Rule 22)

Each party has the right to an oral hearing. Hearings are private; video-conference permitted with agreement or at arbitrator's discretion.

Jurisdiction, Powers & Interim Measures



Jurisdiction (Rule 24)

*Tribunal rules on its own jurisdiction. Jurisdictional pleas must be raised in the statement of defence or they are **irrevocably waived**.*



Interim Measures (Rule 27)

Tribunal may order security for amounts in dispute, preservation of property, and provisional relief pending final award.



Powers (Rule 25)

Tribunal may amend claims, extend time limits, order document production, and apply the law chosen by the parties or the most appropriate law.



Emergency Arbitrator (Rule 28)

*Available before Tribunal formation. Emergency arbitrator appointed within **2 days**; order/award issued within **15 days**. Binding immediately upon issuance.*

Awards, Costs & Confidentiality



Award (Rule 29)

In writing within 3 months of close of hearing. Must state reasons, date, and seat. Final and binding; parties undertake immediate compliance.

Corrections (Rule 30)

Party may request correction of clerical/typographical errors within 15 days. Additional awards on omitted claims may be requested within 15 days of the final award.

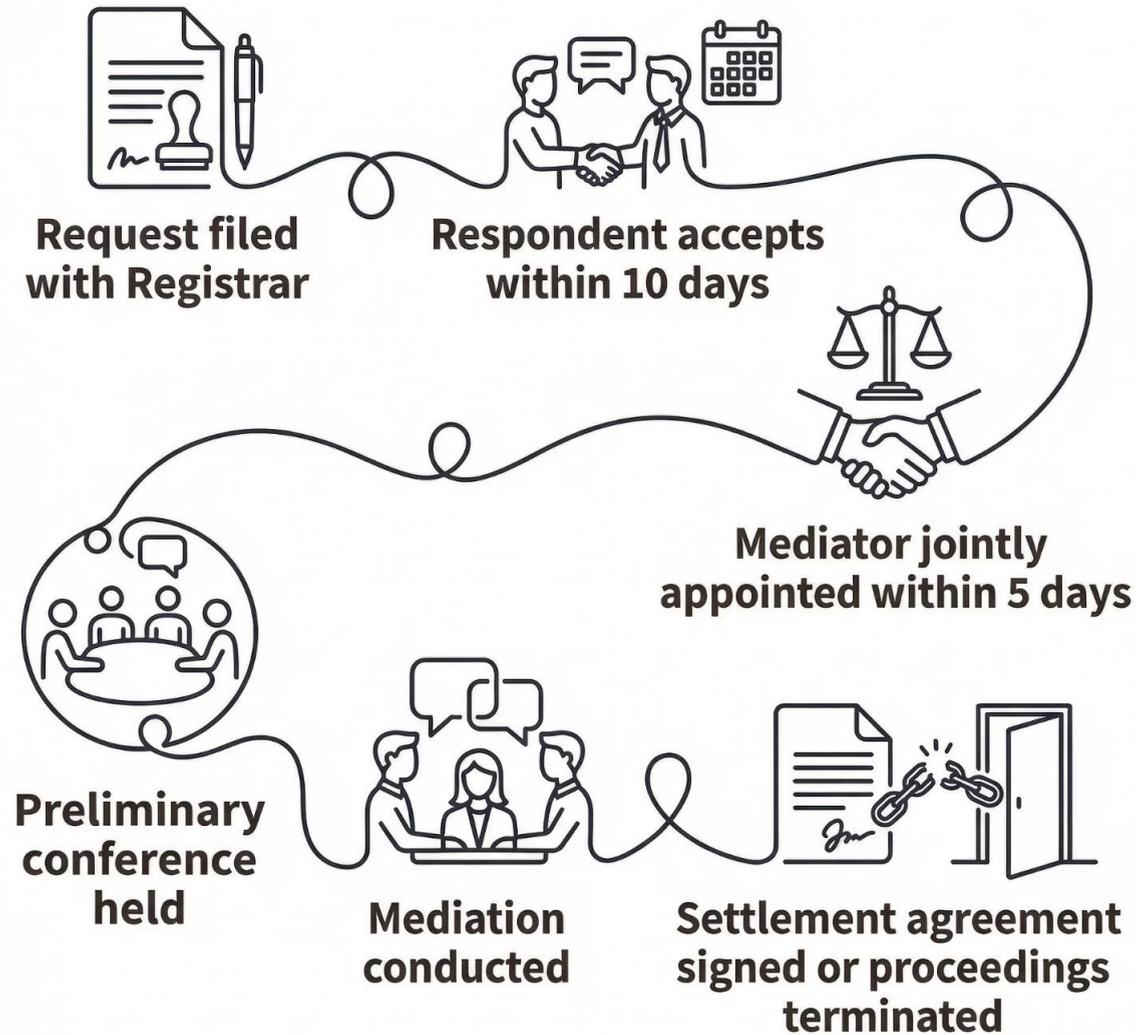
Costs (Rule 31)

Parties jointly and severally liable. Tribunal allocates costs reflecting relative success. Mediation admin costs (50%) credited toward arbitration if mediation fails.

Confidentiality (Rule 34)

All awards and proceedings materials are confidential. Center may not publish any award without prior written consent of all parties and the Tribunal.

Mediation Rules — Key Provisions



Highlights

- **Commencement:** Written request to Registrar; mediation begins on respondent's written acceptance.
- **Mediator:** Must be accredited; independent and impartial; may communicate jointly or separately with parties.
- **Confidentiality:** All parties sign a confidentiality undertaking; caucus information is protected.
- **Termination:** By settlement, declaration of impasse, party withdrawal, or expiry of 3-month period.
- **Good faith:** Parties have a duty to act in good faith and cooperate throughout.

Schedule of Fees & Costs

International Arbitration

- *Registration: GHS 8,500 (~USD 800)*
- *Co-/Sole Arbitrator: GHS 3,000–5,500/hr*
- *Presiding Arbitrator: GHS 3,800–6,500/hr*
- *Institutional Levy: 4% of tribunal fees*

Domestic Arbitration

- *Co-/Sole Arbitrator: GHS 1,500–3,000/hr*
- *Presiding Arbitrator: GHS 2,000–4,000/hr*
- *Max: GHS 8,000/hr*
- *Admin: percentage-based on tribunal fees*

Emergency Arbitrator

- *Application/Admin Fee: GHS 35,000 (~USD 2,450)*
- *Emergency Arbitrator Fee: GHS 150,000 (~USD 14,120)*
- *Non-refundable; partial refund if withdrawn before appointment*

Mediation

- *Domestic Registration: GHS 3,000 (~USD 280)*
- *International Registration: GHS 6,000 (~USD 564)*
- *Domestic Mediator: GHS 1,200–2,500/hr*
- *International Mediator: GHS 3,000–5,000/hr*

☐ *All fees invoiced in **Ghana Cedis (GHS)** per the Foreign Exchange Act, 2006. USD figures are indicative only. Parties are jointly and severally liable for all costs.*



Model Clauses & Contact

Recommended Arbitration Clause

"Any dispute, controversy or claim arising out of or in connection to this contract, or breach, termination or invalidity thereof shall be settled by arbitration in accordance with the Accra Arbitration Rules."

Mediation + Arbitration Clause

Parties may first refer disputes to mediation; if unresolved within 30 days, proceed to arbitration under the Accra Arbitration Rules.

Contact CIMA

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Web & Certification

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Thank You

