



Patron: *The Rt Hon. Dame Elizabeth Gloster DBE*

24 February 2023

Dear Branch Member,

Election of Branch Committee Members for the Ciarb London Branch

1. Retirements from the Ciarb London Branch Committee

At the Ciarb London Branch Annual General Meeting to be held on **Thursday 27th April 2023**, five elected members of the Ciarb London Branch Committee will retire in accordance with the Ciarb Branch Model Rules.

The following elected Committee members are retiring at the AGM:

Karina Albers*
Gillian Carmichael Lemaire*
Gill Mansfield*
Robert Price*
Daniel Djanogly*

** Karina Albers, Gillian Carmichael Lemaire, Gill Mansfield, Robert Price and Daniel Djanogly, having served only one term, are eligible to stand for re-election this year.*

2. Election of new Ciarb London Branch Committee members

Following the retirements as set out above, there will be ten elected Committee members remaining on the Ciarb London Branch Committee, meaning there will be vacancies for up to five new elected Committee members.

You are hereby invited to nominate a Branch member as a candidate for election to the Ciarb London Branch Committee. Any paid-up Ciarb member with a billing address registered with the Ciarb which is in the geographical area covered by the London Branch is eligible to (i) nominate a candidate or (ii) stand for election themselves. The term of office will be for two to three years, as determined by the requirement in the Ciarb Branch Rules for one-third of the elected Committee members to retire each year. Normally a Committee member may stand for re-election at the end of their first term.

I enclose a Nomination Form, which must be completed and returned to me, by email (jean-francois.legal@pinsentmasons.com) by 5pm on **Monday 13th March 2023**.

The timetable for the process is as follows (in each case, where documents are to be delivered, that should be by 5pm on the relevant day):

Monday 13 March 2023	Completed Nomination Forms to be returned to the Honorary Secretary. An election will be required if there are more candidates than available positions on the Branch Committee. The names of all nominated candidates will be published on the Branch's website.
Monday 20 March 2023	Date by which candidates may withdraw or, with their consent, be withdrawn.
Thursday 23 March 2023	If an election is required, candidates must send a manifesto to the Honorary Secretary by this date. The manifesto should comprise a 1-page CV for the candidate and a 1-page statement as to why they are seeking election.
Monday 27 March 2023	Voting papers and manifestos of candidates will be sent out to Branch members and published on the Branch's website. The voting papers will contain information about how to vote.
Wednesday 19 April 2023	Closing date for Ciarb London Branch members to vote.
Monday 24 April 2023	Election results are delivered to the Ciarb London Branch Chair.
Thursday 27 April 2023	The result of the election will be announced at the Ciarb London Branch AGM. The new Committee members will take up their positions on the Branch Committee at the conclusion of the AGM.

I look forward to receiving your nominations.

Yours sincerely

Jean-François Le Gal

**Honorary Secretary
Ciarb London Branch**

THE CHARTERED INSTITUTE OF ARBITRATORS

To: Honorary Secretary
Ciarb London Branch

NOMINATION FOR ELECTION TO THE BRANCH COMMITTEE OF THE LONDON BRANCH

In accordance with the Ciarb Bye Laws and Branch Model Rules, I wish to nominate:

..... *(please use block capitals)*

(Candidates must be London Branch members and have a billing address registered with the Ciarb which is in the area covered by the Branch, and have paid their annual subscription.)

This nomination is supported by the member below ("**Second Nominator**"). (Each of the nominee, nominator and second nominator must be a London Branch member and have a billing address registered with the Ciarb which is in the area covered by the London Branch, and have paid their annual subscription.)

.....

Signature of Nominator

.....

Signature of Second Nominator

.....

Print Name

.....

Print Name

.....

Date

.....

Date

To be completed by the Nominee:

I, confirm that I am willing to serve on the Branch Committee, if elected, and that my billing address is within the branch geographical area. I have paid my annual subscription.

.....

Signature

.....

Date

Please ensure that this form is returned to the Ciarb London Branch Honorary Secretary, by 5 pm on Monday 13 March 2023, by email.

Jean-François Le Gal
Honorary Secretary

Email: jean-francois.legal@pinsentmasons.com