

SAMUEL HOUSMAN BUGGIE SAFFA ESQ.

Initialised Name: Samuel U.B Saffa



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1294, Geneva
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Married

Sierra Leonean

- A graduate in Law and Arts (reading politics and history) with strong ability in alternative dispute resolution and organisational skills.
- Sound knowledge in transitional justice, conflict prevention, legal aid issues / access to justice by the poor.
- Good knowledge of and exposure to a range of human rights and democracy issues, good governance etc.
- Good knowledge in criminal and civil litigation
- Good knowledge in conveyancing and other legal instruments.
- Good knowledge of institutional mandates and policies.
- Highly articulate, confident and persuasive team builder, able to motivate and communicate to achieve exceptional organizational goals.
- Dependable and reliable in supporting and enabling team effort to produce genuine long-term sustainable goals.
- Persistent and flexible approach to the mutual beneficial achievement of organizational plans and personal goals of staff.
- Emotionally mature and confident – a calming influence.

Work Experience

International Centre for the Settlement of Investment Disputes (ICSID)

Oct. 2021- Oct. 2027 Arbitrator and Conciliator to the Panel of ICSID-World Bank

Participate and or / hear international investment disputes by parties or the ICSID conciliation commissions seeking to resolve such dispute instituted under the ICSID Convention or the ICSID Additional Facility Rules. Serve in arbitral tribunals and ad hoc Committees constituted pursuant to the ICSID Convention or the ICSID Additional Facility Rules.

Work Experience

International Organisation for Migration (IOM)

Nov. 2019 – Date Member of the IOM Bureau

Sierra Leone serves as the regional representative of the African Group to the International Organisation for Migration Bureau. As a member of the Bureau, we formulate policies for the organisation and assesses its budget and programmes and activities with a view to

administration and its response to orderly management of migration and the provision of humanitarian assistance to migrants, refugees and internally displaced persons.

Work Experience

Government of Sierra Leone (Ministry of Foreign Affairs & International Cooperation)

July 2018 – Date Deputy Ambassador & Deputy Permanent Rep. to the United Nations, WTO & Other International Organisations in Geneva

Act as representative of Sierra Leone with strong support to the Ambassador and Permanent Representative to the United Nations and other International Organisations; advance the country's foreign policies abroad; offer up Sierra Leone's position on numerous socio-economic and political platforms; review communications to or from mission staffs; supervise administrative staff of the mission; carefully use the mission's resources and facilities through regular reviews of programs, personnel, and funding levels; support the Ambassador in re-shaping the mission to serve Sierra Leoneans interests and values; serve the country with professional excellence with the highest standards of ethical conduct, and diplomatic discretion. Cover the following programmatic aspects of the United Nations and other international organisations based in Geneva: human rights, humanitarian affairs, migration and matters as assigned by the ambassador and or / the Sierra Leone Government the Ministry of Foreign Affairs and International Cooperation.

Work Experience

**Brewah & Co. Law Firm
Barristers & Solicitors
Pademba Road, Freetown**

2017 – Date

Partner/ Legal Practitioner

Work Experience

**J & T. Solicitors (Law Firm)
Barristers & Solicitors
Jones Street, Freetown**

2015 – 2017

Partner/Legal Practitioner

Prepare and draft legal instruments such as Wills, Deeds/Conveyances, Contracts, Leases etc; prepare legal briefs and opinions; negotiate settlements of civil suits and other out of court arrangements; represents clients in both criminal and civil suits; prepare clients before giving evidence in court in all matters; conduct cross examination of witnesses giving evidences in court; gather evidence to formulate defence as well as initiate legal actions on the instructions of clients, interview clients and witnesses to ascertain the facts of a case; analyse the probable outcomes of cases, using knowledge of legal precedents; make closing argument at the end of criminal suits; give interpretations to laws/statutes, polices/regulations, court rulings/judgements etc. to clients; evaluate findings and develop suitable strategies and arguments in preparation for presentation of cases/suits

as well as examine legal materials to ascertain suitability of defending or prosecuting lawsuit; advise clients as it relates to business transaction, claim liability, advisability or defending lawsuits, legal rights and obligations; I confer with colleagues with specialties in appropriate or specific field of law to establish and verify bases for legal proceedings; I also act as agent, administrator, trustee, executor for wills, businesses and properties of clients; provide general supervision for solicitors-clerks and administrative staff; perform administrative and management functions related to the practice of law; attend meetings and consultations with a view to providing legal opinion or advise to clients.

Work Experience

**Universal Shipping and Trading Company
Old Railway Line, Tengbeh Town, Freetown**

2013 – 2018

Managing Director / Director Legal Affairs

As Managing Director, formulate and successfully implement company policy; directing strategy towards the profitable growth and operation of the company; developing strategic operating plans that reflect the longer-term objectives and priorities established by the Chief Executive Officer (CEO); putting in place adequate operational planning and financial control systems; ensuring that the operating objectives and standards of performance are not only understood but owned by the management and other employees; closely monitoring the operating and financial results against plans and budgets; taking remedial action where necessary and informing the staff of significant changes; maintaining the operational performance of the company; assuming full accountability to the CEO for all company operations; representing the company to major customers and professional associations; building and maintaining an effective executive team.

As Director Legal Affairs, provide legal advice to the company and staff to ensure the best legal approach is taken for business ventures. Advise on matters of constitutional and national law. Handle conflicting legal matters that involve international, national, and private law. In many cases, As Director Legal Affairs I present information on a written or oral platform that all associates and staff can understand. Ensure that legal advice coincide with existing laws. As an administrator, I promote strong relationships with partners and clients of the company. This could mean acting as a liaison between partners and work groups. Drawing up and submitting major contracts, agreements and other legal documents. In some cases, I prepare and monitor the budgets and expenditures.

Work Experience

**Solomon Jamiru & Co.
Barristers & Solicitors**

2 Campbell Street
Freetown, S/ Leone
2013 – 2014

**Edrina chambers
Barristers & Solicitors**

24 Pultney Street
Freetown, S/Leone
Pupil Barrister

As Pupil Barrister, provided general legal assistance to my pupil master and seniors in chambers that includes but not limited to the following: preparing files and taking statements from witnesses, drafting legal documents such as writs, motions, letter before action, conveyances, wills, tenancy agreement, memorandum of association, floating companies, providing legal advice to clients, providing legal representation to suspects in police detention, providing legal representation to accused persons, plaintiff and respondents in court. During litigation, succeeded in winning numerous criminal matters, included discharges for want of prosecution and insufficient evidence.

WORK EXPERIENCE

PILOT NATIONAL LEGAL AID / JUSTICE SECTOR DEVELOPMENT PROGRAMME

2010 - 2012
2009 - 2010

Senior Paralegal
Legal Assistant

As Legal Assistant and Senior Paralegal, co-ordinate the daily assignments of paralegals, supervise intern paralegals, assist in completing relevant forms, determining eligibility requirements and ensuing attendance of witnesses, identification of sureties and contacting of family members. Operate a help desk, referring matters to lawyers or to appropriate justice sector agencies. Assist in the monitoring and evaluation of the scheme on a regular basis. Provide legal advice and assistance to suspect in detention. Give administrative support to the Project Director in the establishment and management of the scheme and performing other tasks as required by the Project Director. Assist counsel in court.

INTERNATIONAL AWARD

British Council- Staff-Award 2011

Winner of the cultural relations achievement for having shown excellence in promoting and delivering impact in cultural relations.

WORK EXPERIENCE

BRITISH COUNCIL - SIERRA LEONE

2000 - 2003

Facilities / Operations Assistant

My roles as an assistant were to assist the Facilities Manager in the discharge of his duties which included purchasing equipment and other materials for the use of the office, and stores management, manning the reception desk, undertook bookings for the auditorium and discharge all other duties assigned to me by my superiors. Achieving results within time limits was a fundamental success of my work.

WORK EXPERIENCE **TIMAP FOR JUSTICE**

2005 - 2008

Paralegal

2004 – 2005

Intern Paralegal

As a student intern and a paralegal, I was engaged in human rights activism such as human rights sensitization, successfully mediated disputes between parties and conducted legal research, provide support to solicitors as they prepare their cases. During my ternship, I immensely contributed to achieving organizational goals by increasing the people's awareness of their rights and responsibilities and bringing some sanity to the lives of disputing parties.

EDUCATION

Sierra Leone Law School

2012 – 2015

Baccalaureate Degree in Law (BL)

Tertiary

Fourah Bay College U.S.L

2008 – 2012

Bachelor of Laws Degree
(Second Class/Second Division)

2004 – 2008

Fourah Bay College U.S.L

Bachelor of Arts Degree
(Division II)

2003 – 2004

Diploma Peace and Conflict
Studies

OTHER COURSES

ADVISORY CENTRE ON WTO LAW (ACWL)

2020 – 2021

Certificate on WTO Law and Jurisprudence
(WTO Dispute Settlement Procedures)

SWISS SCHOOL OF PUBLIC GOVERNANCE / ETH UNIVERSITY-ZURICH

POST- GRADUATE

2021 – 2022.

Certificate in Advanced Studies in Public Governance
And Administration (Ongoing)

Codification Division of the UN

February 2020

Certificate, UN Regional Course in International Law

November 2020

Certificate 1st Online Course on International Migration
Law

UNITED NATIONS INSTITUTE FOR TRAINING AND RESEARCH

July 2021

Certificate, Peace Making and Preventive Diplomacy

May 2020

Certificate, Conducting Diplomacy Digitally

October 2018

Certificate, Conference Diplomacy & Multilateral

Negotiations

2004 Certificate Arbitration & Alternative
Dispute Resolution

2003 Certificate Negotiation of Financial
Transaction

EXPERIENCE **FOURAH BAY COLLEGE, UNIVERSITY OF S/LEONE**

2009 - 2012 President, Human Rights Clinic
2008 - 2009 Secretary, Human Rights Clinic
2004 - 2008 Coordinator Legal Aid,
Human Rights Clinic

2004 - 2005 Vice President Old
Edwardian's Association

2004 - 2006 President U.M.C Student
Movement

Secondary
1997 - 2000

Saint Edward's Secondary School
West Africa Senior Secondary
Certificates

1993 - 1996

Basic Education Certificate

EXPERIENCE / ACTIVITIES

1998 - 1999
1998 - 2000
1999 - 2000
1999 - 2000

President UNESCO Club
Senior Prefect
Chairman Amnesty Intl Club
Chairman Disciplinary
Committee Literary & Debating Society

Ecumenical Work

1998 - 2000
2000 - 2003

King Memorial U.M Church Youth Fellowship
Vice President
President

United Methodist Church Conf.
S/L Area

2004 - 2009
2005 - 2006

National Youth President
National Coordinator United Methodist Student
Movement Fourah Bay College

2006 - 2008

Secretary Conference Council on
Finance & Admin. UMC

2006 - 2008

Secretary UMC Board of Trustee

SHORT COURSES

UNITAR

June/July 2021

Peacemaking and Preventive Diplomacy

May 2020

Conducting Diplomacy Digitally

**International Institute of
Humanitarian Law
November 2020**

Online Course on International Migration Law

ICRC / Geneva Academy
January, 2019

Main Concepts and Contemporary Challenges
of International Humanitarian Law

AEGIS TRUST
September 2010

Intensive Course on Enforcement of International
Criminal Law

UNITAR
October 2018

Conference Diplomacy & Multilateral Negotiations

**Ministry of Foreign Affairs
& International Cooperation**
August 2018

Induction on Diplomatic Practice

**Sierra Leone Bar Association
/ Conservative Social Action**
July 2017

Legal Best Practice

**The Inns of Court College of
Advocacy**
October 2016

ICCA International Training

REFEREES

1. Julius F. Sandy (PhD)
Secretary to the President of the Republic of Sierra Leone
State House
State Avenue
Tower Hill
Freetown
Sierra Leone
Tel. +23276742720
Email: kabaguay@yahoo.co.uk
 2. H.E Solomon A.J Jamiru Esq.
Deputy Minister
Ministry of Information and Communications
Youyi Building, Freetown
Tel: +23278888099
Email: solomonjamiru@yahoo.com
 3. H.E Mr. Lansana Gberie (PhD)
Ambassador & Permanent Representative to the United Nations, the WTO & other
International Organisations
C/o Sierra Leone Embassy & Permanent Mission in Geneva
Route de Ferney 194b, 1218, Grand Saconnex, Geneva
Tel: +41798349866 / +41225192280
Email: l.gberie@slmge.ch
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