



**Claimant**

**v.**

**Respondent**

(ICSID Case No. ARB/xx/xx)

**FIRST SESSION OF THE ARBITRAL TRIBUNAL**

**Date: Time:**

**Venue:**

**Draft Agenda**

1. Applicable Arbitration Rules (Convention Article 44)
2. Constitution of the Tribunal and Tribunal Members' Declarations (Arbitration Rule 6)
3. Fees and Expenses of Tribunal Members (Convention Article 60; Administrative and Financial Regulation 14; ICSID Schedule of Fees)
4. Presence and Quorum (Arbitration Rules 14(2) and 20(1)(a))
5. Decisions and Procedural Rulings of the Tribunal (Convention Article 48(1); Arbitration Rules 16, 19 and 20)
6. Delegation of Power to Fix Time Limits (Arbitration Rule 26(1))
7. Secretary of the Tribunal (Administrative and Financial Regulation 25)
8. Representation of the Parties (Arbitration Rule 18)
9. Apportionment of Costs and Advance Payments to ICSID (Convention Article 61(2); Administrative and Financial Regulation 14; Arbitration Rule 28)
10. Place of Proceeding (Convention Articles 62 and 63; Administrative and Financial Regulation 26; Arbitration Rule 13(3))
11. Procedural Language(s), Translation and Interpretation (Administrative and Financial Regulation 30(3) and (4); Arbitration Rules 20(1)(b) and 22)
12. Routing of Communications (Administrative and Financial Regulation 24)
13. Number of Copies and Method of Filing of Parties' Pleadings (Administrative and Financial Regulation 30; Arbitration Rules 20(1)(d) and 23)
14. Number and Sequence of Pleadings (Arbitration Rules 20(1)(c), 20(1)(e), 29 and 31)
15. Production of Documents (Convention Article 43(a); Arbitration Rules 24 and 33-36)

16. Submission of Documents (Convention Article 44; Administrative and Financial Regulation 30; Arbitration Rule 24)
17. Witness Statements and Expert Reports (Convention Article 43(a); Arbitration Rule 24)
18. Examination of Witnesses and Experts (Arbitration Rules 35 and 36)
19. Pre-Hearing Organizational Meetings (Arbitration Rule 13)
20. Hearings (Arbitration Rules 20(1)(e) and 32)
21. Records of Hearings and Sessions (Arbitration Rules 13 and 20(1)(g))
22. Post-Hearing Memorials and Statements of Costs (Convention Article 44; Arbitration Rule 28(2))
23. Publication (Convention Article 48(5), Administrative and Financial Regulation 22, Arbitration Rule 48(4))