



**CAM-CCIMC
CAM-CCIMA**

COURT OF ARBITRATION AND MEDIATION
OF THE CAMEROON CHAMBER OF COMMERCE,
INDUSTRY, MINES AND CRAFTS

CAM-CCIMA RULES

- ⦿ Arbitration rules and annexes
- ⦿ Mediation rules
- ⦿ Rules of the Court as appointing authority
- ⦿ Code of ethics
- ⦿ Model clauses

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CAM-CCIMA RULES

Court of Arbitration and Mediation
of the cameroon chamber of commerce,
industry, mines and crafts

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ANNEX I

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ANNEX I: ARBITRATION FEE SCHEDULE



ARBITRATION FEE SCHEDULE

(IN CFAF)

REGISTRATION FEES FOR A REQUEST

Up to 2 millions	25.000
From 2.000 000 to 10.000.000	50.000
From 10.000 000 to 50.000.000	80.000
From 50.000 000 to 100.000.000	150.000
Above 100.000.000	200.000

ADMINISTRATIVE FEES

AMOUNT IN DISPUTE	ADMINISTRATIVE FEES
Up to 1.000.000	75.000
+ 1.000.000 to 2 000 000	100.000
+ 2.000.000 to 5.000.000	150.000
+ 5 000 000 to 10 000 000	300.000
+ 10.000.000 to 25.000.000	450.000
+ 25.000.000 to 50.000.000	500.000 + 1,5% of the amount above 25.000.000
+ 50.000.000 to 100.000.000	875.000 + 1,25% of the amount above 50.000.000
+100.000.000 to 250.000.000	1.500.000 + 1,15% of the amount above 100.000.000
+ 250.000.000 to 500.000.000	3.225.000 + 0,85% of the amount above 250.000.000
+ 500.000.000 to 1.000.000.000	5.350.000 + 0,45% of the amount above 500.000.000
+ from 1.000.000.000	7.575.0 + 0,25% of the amount above 1.000.000.000

ARBITRATORS' FEES

AMOUNT IN DISPUTE	MINIMUM FEE	MAXIMUM FEE
Up to 1.000.000	100.000	100.000
+ 1.000.000 to 2.000.000	150.000	150.000
+ 2.000.000 to 5.000.000	250.000	450.000
+ 5.000.000 to 10.000.000	350.000	600.000
+ 10.000.000 to 25.000.000	750.000	1.800.000
+ 25.000.000 to 50.000.000	1 500.000	3.000.000
+ 50.000.000 to 100.000.000	3.000.000	5.500.000
+100.000.000 to 250.000.000	5.000.000	9.000.000
+ 250.000.000 to 500.000.000	8.000.000	12.000.000
+ 500.000.000 to 1.000.000.000	10.000.000	20.000.000
+ 1.000.000.000 to 5.000.000.000	18.000.000	25.000.000
+5.000.000.000 to 10.000.000.000	22.000.000	27.000.000
Above 10.000.000.000	25.000.000	50.000.000

Note

Arbitrators' fees are ultimately determined based on the complexity of the case and/or the number of arbitrators involved.

ANNEX II

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ANNEX II: EMERGENCY ARBITRATOR



Article 1: Purpose

This annex sets out the modalities for the implementation and conduct of the emergency arbitration proceedings provided for in Article 37 of the Court's Arbitration Rules.

Article 2: Scope of application

1. The emergency arbitration procedure, when used by a party, entitles the party to obtain from an arbitrator conservatory or interim measures that do not prejudice the merits of the dispute, prior to the constitution of the arbitral tribunal.
 2. The CAM-CCIMA emergency arbitration procedure is prescribed to provide rapid interim measures to parties to CAM-CCIMA arbitration, in situations where the delay in setting up an arbitral tribunal could result in irreparable harm or immediate danger.
 3. Any party having consented to arbitration administered by CAM-CCIMA, in accordance with the Arbitration Rules, may apply to the Court for the appointment of an emergency arbitrator, under the conditions described in this Annex.
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Article 3: Request for Appointment of an Emergency Arbitrator

1. Any party wishing to have the Court appoint an Emergency Arbitrator in accordance with Article 37 of the Court's Arbitration Rules (the "Rules") shall submit its Request for Emergency Measures (the "Request") to the Secretariat of the Court. The Request shall be submitted in as many copies as there are parties, plus one for the Emergency Arbitrator and one for the Secretariat, where the Claimant requests that the Request be sent by delivery against receipt, registered letter or courier service.
2. The Request shall contain the following:

a) the full name(s) and names, capacities, address and other contact details of each of the parties,

b) the full name(s), titles, address and other contact details of any person(s) representing the Claimant,

c) a statement of the circumstances giving rise to the Request and the underlying dispute that is or will be submitted to arbitration,

d) a statement of the emergency measures requested,

e) the grounds on which the Claimant seeks urgent interim or conservatory measures which cannot await the constitution of an arbitral tribunal,

f) any relevant agreements and, in particular, the arbitration agreement,

g) any agreement as to the applicable law or the language and venue of the arbitration,

h) proof of payment of the amount specified in section 7(1) of this Annex, and;

i) any Request for Arbitration and any other written communications concerning the underlying dispute which have been submitted to the Secretariat by a party to the emergency arbitration proceedings prior to the filing of the Request.

3. The Request may contain any other document or element that the Claimant considers appropriate or of such a nature as to contribute to an efficient examination thereof.

4. The Request shall be in the language of the arbitration if the parties have agreed to it or, in the absence of such an agreement, in the language of the arbitration agreement.

5. The Chairman of the Technical Committee shall terminate the Emergency Arbitrator Proceeding if within seven (7) days of receipt of the Petition by the Secretariat, unless the Emergency Arbitrator decides that a longer period is necessary, the Claimant has not submitted a Request for Arbitration.

Article 4: Appointment of the Emergency Arbitrator

1. The Chairman of the Technical Committee shall appoint the Emergency Arbitrator no later than five (5) days after receipt of the Request by the Permanent Secretariat.

2. No Emergency Arbitrator may be appointed after the file has been transferred to the arbitral tribunal in accordance with Article 22 of the Rules. The Emergency Arbitrator appointed before that date retains the power to make an award within the time limits allowed in Article 6(4) of this Annex.

3. Once the Emergency Arbitrator has been appointed, the Secretariat will transfer the file to the Emergency Arbitrator and inform the parties. Upon delivery of the file, all written submissions from the parties should be addressed directly to the Emergency Arbitrator, with a copy to each other party and to the Secretariat. The Emergency Arbitrator shall provide the Secretariat with a copy of all written communications to the parties.

4. Any emergency arbitrator must be and remain impartial and independent of the parties involved.

5. Before his appointment, the prospective Emergency Arbitrator signs a declaration of acceptance, availability, impartiality and independence. The Secretariat shall provide a copy to the parties.

6. The Emergency Arbitrator may not act as an arbitrator in any arbitration relating to the dispute that gave rise to the Claim.

Article 5: Challenge of the Emergency Arbitrator

1. A request to challenge the emergency arbitrator must be submitted, under penalty of foreclosure, within three days following either receipt of the notification of the appointment of the Emergency Arbitrator by the party initiating the challenge, or the date on which this party was informed of the facts and circumstances it is invoking in support of its challenge, if such date is subsequent to receipt of the aforementioned notification.
2. The Technical Committee shall decide on the challenge request after the Secretariat has given the Emergency Arbitrator and the other party the opportunity to present their observations in writing within a maximum period of five (5) days from the date of transmission of the challenge request to the Secretariat.
3. While the challenge request is being examined, the Emergency Arbitrator may not render a decision. If the challenge is well-founded, the decision of the Technical Committee must include the appointment of a new Emergency Arbitrator. The latter is subject to the same obligations as the arbitrator he replaces.

Article 6: Seat of the proceedings

1. Where the parties have agreed on the seat of arbitration, this shall be the seat of the emergency arbitration proceedings. Failing such agreement, the Committee shall determine the place of the emergency arbitration proceedings, without prejudice to determining the place of arbitration in accordance with Article 25 (1) of the Arbitration Rules.
2. Any meeting with the Emergency Arbitrator may be conducted in the physical presence of the parties concerned, at any place the Emergency Arbitrator

deems appropriate, or by videoconference, telephone or similar means of communication.

Article 7: Procedure

1. The Emergency Arbitrator shall schedule the proceedings no later than five (5) days from the date on which the file is delivered to the Emergency Arbitrator in accordance with Article 4(3) of this Annex. At the request of the arbitrator and when the circumstances dictate, this period may be extended by a maximum of five (5) days by the Chairman of the Technical Committee at the request of the emergency arbitrator.
 2. The emergency arbitrator limits himself exclusively to the adoption of the requested provisional measures, to the assessment of their admissibility, and he may also adopt, of his own motion, other similar measures that he deems relevant.
-

Article 8: Decision of the Emergency Arbitrator

1. Pursuant to Rule 37(2) of the Rules, the Emergency Adjudicator shall render the decision in the form of an order, hereinafter referred to as the (the Order). The parties undertake to comply with any order made by the Emergency Arbitrator.
2. In the Order, the Emergency Arbitrator shall rule on the admissibility of the Request pursuant to Rule 37(1) of the Rules and on his own jurisdiction to order the Emergency Measures.
3. The order must be motivated. It shall be dated and signed by the Emergency Arbitrator.
4. The order shall be issued no later than 15 days from the adoption of the timetable provided for in paragraph 1 of this article. The President may extend this period upon a motivated request from the Emergency

Arbitrator, or ex officio if he considers it necessary.

5. Within five (5) days of the Arbitrator's decision, the Emergency Arbitrator shall send the Order to the parties, with a copy to the Secretariat, by any means of communication allowed in Article 3(2) of the Arbitration Rules that the Emergency Arbitrator considers appropriate to ensure prompt receipt.

6. The order of the Emergency Arbitrator is not subject to review by the Court.

7. The Emergency Arbitrator may make the measures provided for in the order subject to any conditions that he considers appropriate, including the provision of adequate safeguards.

8. The arbitral tribunal constituted later is not bound by the actions taken by the Emergency Arbitrator. The said Tribunal may amend or revoke the order made. As such, the arbitral tribunal may lift the measures ordered by the Emergency Arbitrator.

Article 9: Costs of the Emergency Arbitrator Proceedings

1. Except in specific cases linked to the complexity of the case or its importance after evaluation by the Technical Committee, the Claimant must pay an amount of one million five hundred thousand (1,500,000) FCFA broken down into five hundred thousand (500,000) FCFA for the Court's administrative costs and one million (1,000,000) FCFA for the legal fees and other technical costs. Notwithstanding article 1(5) of this Annex, the Request shall not be notified until the Secretariat has received payment of one million five hundred thousand (1,500,000) FCFA.

2. The costs of the Emergency Arbitrator proceedings shall include the administrative costs of the Court, the fees and expenses of the Emergency Arbitrator and the reasonable costs incurred by the parties in their defense in connection with the Emergency

Arbitrator proceedings.

3. The fees of the Emergency Arbitrator shall be fixed by the Technical Committee, in accordance with the Court's schedule of fees. These fees, together with any disbursements incurred in carrying out the assignment, shall form an integral part of the arbitration costs.
4. The Emergency Arbitrator may take any decision requested by the parties and relating to the costs of the Emergency Arbitration in the order(s) issued. The Emergency Arbitrator's order shall liquidate the costs of the Emergency Arbitrator's proceedings and decide which party shall pay them or the proportion in which they shall be shared between them.
5. The administrative costs of the Court are not refundable.

Article 10: General Rule

1. The Technical Committee shall take any steps or measures necessary for the proper administration of the Emergency Arbitration procedure, while respecting the rights of the parties.
2. In the absence of the Chairman of the Technical Committee or if he is unable to act, a member of the Technical Committee formally appointed by the Chairman shall act in his place.
3. In all matters relating to the Emergency Arbitrator's procedure not expressly referred to in this Annex, the Technical Committee, the Chairman and the Emergency Arbitrator shall proceed in accordance with the Arbitration Rules and this Annex.

Article 11: Commencement

This Annex shall enter into force on the same date as the CAM/CCIMA Arbitration Rules.

ANNEX III

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ANNEX III: EXPEDITED PROCEEDINGS



Article 1: Purpose

This Annex governs the expedited procedure provided for in Article 38 of the Court's Arbitration Rules.

Article 2: Scope of application

1. The expedited procedure Rules apply where:
 - a) the amount in dispute does not exceed ten million (10,000,000) FCFA;
 - b) the parties agree thereto;
 2. They also apply to inter-company compensation procedures, where two or more companies hold claims against each other that are certain, liquid and due, and wish to set off their reciprocal claims.
 3. The expedited procedure does not apply where:
 - a) the parties have agreed to exclude the application of the provisions relating to the expedited procedure, or;
 - b) the Technical Committee shall deem, at the request of a party or ex officio, before the constitution of the Arbitral Tribunal, that it is inappropriate, in the circumstances, to apply the provisions relating to the expedited procedure.
 4. Where an arbitration agreement provides for arbitration in the event of a dispute in accordance with the CAM-CCIMA Expedited Arbitration Rules, this Annex shall be deemed to form an integral part of that arbitration agreement and the dispute shall be decided in accordance with those Rules, in the version in force on the date of commencement of the proceedings, unless the parties have agreed otherwise.
-

Article 3: Implementation of the expedited procedure

1. The expedited procedure shall be implemented upon receipt of the Request for Arbitration at the Permanent Secretariat, in accordance with Article 5 of the Arbitration Rules.
2. At any time, the parties to an arbitration conducted under the Arbitration Rules may consent to expedite the arbitration in accordance with this Annex («expedited arbitration») by jointly notifying the Secretary-General in writing.
3. Where the amount of the dispute does not exceed ten million (10,000,000) CFA francs or in the case of an inter-company claim for set-off and the parties have not expressly chosen the expedited procedure, the Permanent Secretary, upon receipt of the Response to the Claim, or upon the expiry of the time limit for submitting the Response or thereafter at any appropriate time, informs the parties that the provisions relating to the expedited procedure apply to the case.
4. Notwithstanding the provisions of paragraph 1 above, the Technical Committee may at any time during the arbitration proceedings, either on its own initiative or at the request of a party, and after consulting the arbitral tribunal and the parties, decide that the provisions relating to the expedited procedure shall no longer apply to the case. He shall motivate his decision. In such a case, unless the Technical Committee deems it appropriate to replace and/or reconstitute the arbitral tribunal, the arbitral tribunal shall remain in place.

Article 4 : Constitution of the arbitral tribunal

1. The parties jointly appoint a sole arbitrator.
2. Where the parties have not agreed on the ap-

pointment of the sole arbitrator within 15 days of receipt of a proposal by all other parties, the sole arbitrator shall be appointed by the Technical Committee.

Article 5: Procedure

1. The requirement to draft Terms of Reference as provided for in Article 29 of the Rules does not apply to an arbitration subject to the Expedited Procedure.
2. Once the Arbitral Tribunal is constituted, the parties may not submit any new claims, unless authorized by the Arbitral Tribunal, which shall take into account the nature of such new claims, the progress of the proceedings, the cost implications and any other relevant circumstances.
3. The pre-hearing conference organized in accordance with article 29 of the Rules shall be held no later than 15 days from the date on which the file is submitted to the Arbitral Tribunal. The Technical Committee may extend this time limit upon a motivated request from the Arbitral Tribunal, or on its own initiative if it deems it necessary.
4. The arbitral tribunal shall conduct the proceedings expeditiously, taking into account the fact that the parties have agreed to submit their dispute to expedited arbitration and the time limits set out in the Expedited Arbitration Rules. It may adopt any procedural measures it deems appropriate. In particular, it may, after consulting the parties, decide not to authorize requests for the production of documents or to limit the number, length and scope of written submissions and statements (both with regard to witnesses and experts), notwithstanding any provision to the contrary or agreement between the parties.
5. The arbitral tribunal may, after consulting the parties, decide to rule on the dispute based solely on documents submitted by the parties, without a hearing or the attendance of witnesses or experts.

6. The parties and their counsel, as well as any experts required, shall act expeditiously throughout the proceedings.
-

Article 6: Award

1. The arbitral tribunal shall render its final award within six (6) weeks from the date of the pre-hearing conference. The Technical Committee may extend this period. In any event, this period, notwithstanding any extension, may not exceed six (06) months.
 2. The fees of the arbitral tribunal shall be determined in accordance with the table for the calculation of administrative costs and fees of the expedited arbitrator set out in Annex I.
-

Article 7: General rule

The Technical Committee and the Arbitral Tribunal shall proceed in accordance with the Rules of Arbitration in all matters relating to the expedited procedure not expressly referred to in this Annex.

Article 8: Commencement

This Annex shall be published on the same date as the CAM/CCIMA Arbitration Rules.

**ANNEX IV:
ARBITRATION
RULES FOR
EXPEDITED DEBT
RECOVERY**



Article 1: Scope of application

1. This annex establishes a procedure for the expedited debt recovery, where there is an arbitration agreement between the parties referring to the Court or the Court's Arbitration Rules.
2. The debt to be recovered must be certain, liquid and due or be based on a negotiable instrument or a cheque for which the funds have proved insufficient or non-existent.

Article 2: Request for expedited debt recovery

1. The Request for Expedited Debt Recovery, hereinafter referred to as the Request, must indicate the names and addresses of the parties, specify the exact amount of the claimed penalty, and be accompanied, in original or copy, by documents establishing that the alleged claim does indeed have the characteristics required by this Annex.
2. The Request must be transmitted in as many copies as there are opposing parties, plus two copies for the arbitrator and for the Permanent Secretariat of the Court.
3. The Request must be accompanied by proof of payment of the application fee, totalling to two fifty thousand (250,000) CFA francs. This fee is not refundable.
4. Upon receipt of the Request, the Permanent Secretariat invites the Claimant(s) to pay the deposit it has set, bearing in mind that in the absence of full payment of the deposit, the Request will not be transmitted to the Respondent(s).

Article 3: Response to the Request

1. The Permanent Secretariat of the Court shall immediately notify the Respondent(s) of the Request and

give them a period of five (05) days to reply.

2. Within five (05) days of receipt of the Request, the Respondent shall send its Response to the Request, hereinafter referred to as the Response, to the Permanent Secretariat of the Court.

3. This Request may contain counterclaims and must be accompanied by the documents produced in as many copies as there are opposing parties, plus two copies for the arbitrator and the Permanent Secretariat.

4. The Permanent Secretary communicates this Response to the Claimant and allows him a period of five (5) days to submit his Response to the Counterclaim.

5. Where a counterclaim is made, the Respondent(s) are invited to pay the deposit inherent in the counterclaim within seven (7) days of receipt of the counterclaim. After this period, the case may be referred to the arbitrator with a request to examine the main claim only.

Article 4: Communications and Notifications

The Claim, the Response and the Counterclaim referred to in Articles 2 and 3 shall be communicated under the same conditions as those provided for the ordinary arbitration proceedings.

Article 5: Failure to respond to the Request for Expedited Debt Recovery

1. On expiry of the period provided for in Article 3 paragraph 1, the Permanent Secretariat shall implement the procedure for expedited debt recovery in accordance with the present Rules. He notifies each act of the procedure to the defaulting party.

2. Where there is no clause in the Court's Rules of Arbitration and the Respondent refuses to proceed, the proceedings are terminated. The Permanent Secretary informs the Claimant, who is refunded the deposit paid, less the costs incurred, as calculated by the Secretariat General of the Court.
-

Article 6: Challenge to the Court's jurisdiction

1. Where the Respondent(s) challenge(s) the jurisdiction of the Court in their Response, the Technical Committee shall rule within three (3) days of receipt of the Response.
 2. Where the Technical Committee holds that the challenge to jurisdiction is well-founded, the Permanent Secretary notifies the parties of this decision and terminates the proceedings, indicating to the Claimant(s) the amount of the deposit to be reimbursed after deduction of administrative expenses.
 3. On the other hand, if the Technical Committee rejects the Court's objection to jurisdiction, the Permanent Secretary notifies the parties of this decision, indicating to the Respondent(s) that they may raise their objection to jurisdiction before the arbitrator.
-

Article 7: Appointment of Arbitrator

1. The review of a Request for expedited debt recovery is entrusted to an independent and impartial sole arbitrator.
2. The choice of the sole arbitrator shall be made by mutual agreement by the parties upon invitation by the Permanent Secretary of the Court within five (5) days of receipt of the Response to the Request or the expiration of the time limit for the Response.
3. Where the Technical Committee has decided to reject an objection of jurisdiction of the Court, the

parties shall proceed with the appointment of the arbitrator within five (5) days of the notification of such decision.

4. In the absence of a mutual agreement by the parties, the Permanent Secretariat shall appoint the sole arbitrator within forty-eight (48) hours of the finding of disagreement between the parties.

5. The sole arbitrator must make a declaration of acceptance, independence and impartiality within three (3) days of receipt of the decision on his appointment. The said declaration shall be sent to the parties.

Article 8: Challenge of Arbitrator

1. Any arbitrator appointed may be challenged. Where the cause of the challenge predates the notification of the appointment of the arbitrator, the request must be submitted within five days of the notification.

2. Where the ground for objection is subsequent to notification, the request must be made within five days of the date on which the requesting party became aware of the facts and circumstances relied on in support of its request.

Article 9: Trial of the Case

1. The arbitrator shall take all necessary steps to ensure a full and expeditious hearing of the case.

2. No later than fourteen days from receipt of the file, the arbitrator shall convene the parties to a pre-hearing conference where the Terms of Reference containing a procedural timetable will be adopted. The pre-hearing conference can be held face-to-face or remotely, bearing in mind that in the event of disagreement between the parties, the choice of the form of the meeting is decided by the arbitrator.

3. The parties shall transmit to the arbitrator and to the Permanent Secretariat, in certified copies of the original, all supporting documents of their respective claims.
4. The arbitrator may rule on the basis of documents or convene a hearing of pleadings when he considers it necessary or if a party requests that such a hearing be held. This can be held in person or remotely, knowing that in the event of disagreement between the parties, the choice of the form of the meeting is decided by the arbitrator.
5. In any case, the instruction of the case cannot exceed one (01) month as from the preliminary meeting validating the Terms of Reference.
6. After the Terms of Reference have been drawn up, new claims are not admissible, even if the claims asserted are also deemed to be certain, liquid and due, or if they are based on a negotiable instrument or a cheque with insufficient or non-existent funds.

Article 10: Drafting of the award

1. The time limit for the arbitrator to submit the draft award to the Permanent Secretariat is twenty-one (21) days from the hearing or receipt of the last pleadings when it rules on documents, as provided for in the provisional schedule. This period may be extended by the Permanent Secretary at the request of the arbitrator.
2. The Permanent Secretariat shall transmit the draft award to the Technical Committee for preliminary examination under the conditions of an ordinary procedure. However, in the case of the expedited procedure for the recovery of debts, the Technical Committee must make its observations within a period not exceeding twenty-one (21) days.

Article 11: Settlement of costs

The arbitrator liquidates the arbitration costs and decides how they are to be apportioned between the parties in the award. For this purpose, he takes into account the procedural fairness of the parties, as well as the merits or otherwise of their claims. arbitrator shall settle the costs of the arbitration and decide on their distribution between the parties in his award.

Article 12: Notification of Award

The award signed by the arbitrator shall be notified to the parties by the Permanent Secretariat under the same conditions as for an award resulting from ordinary arbitration proceedings.

Article 13: Commencement

The present Rules were adopted by the Board of Directors at its session on November 6, 2024 and come into force from that date.



CAM-CCIMC
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COURT OF ARBITRATION AND MEDIATION

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