



International Mediation Institute

PROFESSIONAL MEDIATION WORLDWIDE

Promoting Consensus and Access to Justice

www.IMImediation.org

ADR International Register

IMI QUALIFYING ASSESSMENT PROGRAM

Introduction & Background

The ADR International Register, established in 2011, is an independent and by Lloyds Register Netherlands ISO 9001:2015 certified register for the registration and certification of ADR professionals (f.e. arbitrators, conflict coaches, mediators, negotiators), organizations (f.e. companies and institutes) and products (f.e. education and training programs) worldwide. The ADR International Register has its regional offices in Johannesburg (South Africa), Rotterdam (Netherlands) and Emmerich (Germany). ADR International Register is a subsidiary of Global Network Group and African Network Group.

Independent

The ADR International Register is fully independent. The certification is open for every one and every company who fulfill the requirements as it is stated in public and transparent certification schemes. The certification for professionals and companies is integrated. The certification obviously is not connected to the membership of a branch or professional association.

ISO 9001:2015

The ADR International Register is ISO 9001:2015 certified by Lloyds Register Netherlands. The registration is filed with the United Kingdom Accreditation Services (UKAS).

ICC Council

The ADR International Register is under auspices of the supervisory commission, the ICC Council. This council is under the chairmanship of mr ing A.H. (Herman) Vermeer (former member European Parliament) and mr Robert Tettelaar as managing director... The purpose of the ICC Council is to be the branch representative panel of experts. You can

contact the ICC Council by emailing to info@global-network-group.eu for the attention of the ICC Council.

ADR Certification Requirements

To qualify for the **personal certification** for ADR professionals the candidate must comply with / pass:

1. Antecedent test
2. Education test
3. Experience test
4. Identification test
5. Knowledge test
6. Skills test

To qualify for the **commercial business certification** for ADR companies the candidate company must comply with / pass:

7. Antecedent test
8. Experience test
9. Identification test
10. Management test
11. Personal certification test

All ADR International Register certificate holders are obliged to act accordingly to all ADR regulations and instructions such as:

1. Relevant and applicable certification scheme(s), certification standard(s), profession profile(s) and professional code(s)
2. ADR International Register rules for complaints and disciplinary action
3. ADR International Register rules for the use of the logo and trade name
4. ADR International Register Continuing Professional Development program (CPD)

Only our ADR full Certified Mediators can apply for the official IMI Certified title. If IMI Certified, the IMI Code of Conduct and the IMI rules for complaints and disciplinary action apply.



Application Details for Mediator Experience

Experience Test – criteria personal certification

EXPERIENCE TEST ADR FULL CERTIFIED MEDIATORS

Compulsory Documents

Original current curriculum vitae

- Specified by month and year
- Proof of evidence available at 1st request

AND: Positive test result relevant professional experience (2)

- Based on your curriculum vitae
- OR: ≥ 4 years scope related experience
- OR: $\geq \text{€ } 22.500,-$ scope related turn-over (1)
- OR: ≥ 15 carried out scope related client assignments (1)
- OR: ≥ 720 claimable clockhours scope related experience (1)

(1) Accepted proof of evidence: official statement registered accountant of any other document at the discretion of ADR.INT

(2) For IMI certification: a minimum of 20 scope related client assignments must be completed.

IF: Other documents as specified separately to the applicant

Skills Test – personal criteria certification

SKILLS TEST ADR FULL CERTIFIED MEDIATORS

Compulsory Documents

AND: Copy positive test result skills test

- Mediation skills
- ADR.INT.REG skills test
- Other skills test at discretion of ADR.INT.REG

IF: Other documents as specified separately to the applicant

Permanent Experience Program – online personal audit file

PERSONAL CPD FILE ALL ADR FULL CERTIFIED MEDIATORS

COMPULSORY CPD OBLIGATIONS

AND: Actual practice within the certified professional scope.

AND: ≥ 12 CPD points per year.

AND: ≥ 12 scope related client executed assignments per year

OR: $\geq \text{€ } 18.000,-$ scope related turn-over per year

OR: ≥ 180 scope related clockhours per year

AND: \geq every 5 year: customer satisfaction review.

IF: Other documents as specified separately to the certificate holder

Application Details for Mediator Knowledge

Education Test – criteria personal certification

INTERNATIONAL

EDUCATION TEST ALL ADR FULL CERTIFIED MEDIATORS

Compulsory Documents

AND: Copy certificate(s) general education

- Attainment level: academy, higher college or university
OR: proof of similar level of knowledge, skills and experience

AND: Completed ADR.INT.REG accredited basic education program

Or at the discretion of ADR.INT.REG an evidently similar program (individual curriculum)

IF: Other documents as specified separately to the applicant

Knowledge Test – criteria personal certification

KNOWLEDGE TEST ADR FULL CERTIFIED MEDIATORS

Compulsory Documents

AND: Copy positive test result knowledge test

- Knowledge mediation theory
- ADR.INT.REG knowledge test
- Other knowledge test at discretion of ADR.INT.REG

IF: Other documents as specified separately to the applicant

Application Details for Mediator Skills

Skills Test – criteria personal certificate

SKILLS TEST ADR FULL CERTIFIED MEDIATORS

Compulsory Documents

AND: Copy positive test result skills test

- Mediation skills
- ADR.INT.REG skills test

- Other skills test at discretion of ADR.INT.REG

IF: Other documents as specified separately to the applicant

Permanent Experience Program – on line personal audit file

PERSONAL CPD FILE ALL ADR FULL CERTIFIED MEDIATOR

Compulsory CPD obligations

AND: Actual practice within the certified professional scope

AND: ≥ 12 CPD points per year

AND: ≥ 12 scope related executed client assignments per year

OR: ≥ € 18.000,- scope related turn-over per year

OR: ≥ 180 scope related clockhours per year

AND: ≥ every 5 year: customer satisfaction review

IF: Other documents as specified separately to the certificateholder

Application Details for Programme Transparency

- All application information and forms are published at www.adr-register.com
- A standard information sheet is available
- A standard application form is available
- A standard certification checklist is available

Application Details for Programme Integrity

Our program integrity is assured by our Lloyds Register ISO 9001:2015 certification.