



OPERATING RULES MIAC-CAMACOL

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OPERATING RULES

CHAPTER I

NATURE, PURPOSE, PRINCIPLES AND INSTITUTIONAL INSTRUMENTS

ARTICLE 1.- Institutional Nature

1. Miami International Arbitration Center of CAMACOL (hereinafter, MIAC-CAMACOL) is an institutional initiative of the Latin Chamber of Commerce of the United States of America (CAMACOL), with its domicile in the city of Miami, State of Florida, United States of America.
2. MIAC-CAMACOL provides services for the administration of domestic and international arbitrations, as well as services related to other alternative dispute resolution mechanisms (hereinafter, ADR), including Dispute Boards, in accordance with its rules, guidelines and other institutional documents.
3. MIAC-CAMACOL shall administer arbitrations seated in the State of Florida, in any other state of the United States of America, or in any other jurisdiction chosen by the parties, determined by the arbitral tribunal, or established in accordance with the applicable rules.
4. The arbitral function belongs exclusively to the arbitrators. The acts of MIAC-CAMACOL, its Court of Arbitration, its Decision Chambers, the General Secretariat and its other internal bodies are institutional, administrative or technical-administrative in nature, as applicable.

ARTICLE 2.- Purpose of the Operating Rules

1. These Operating Rules govern the institutional organization, bodies, internal powers, functional relationships and governance principles of MIAC-CAMACOL.
2. These rules do not govern the conduct of arbitral proceedings, except to the extent necessary to define the institutional structure responsible for their administration. Arbitral proceedings are governed by the Arbitration Rules and other applicable documents.
3. In case of doubt regarding the internal allocation of powers, these rules shall be interpreted so as to preserve the functional independence of the Court of Arbitration, the efficiency of the General Secretariat and the institutional direction of the Chairmanship of MIAC-CAMACOL.

ARTICLE 3.- Institutional Documents

1. The institutional documents of MIAC-CAMACOL include, among others, these Operating Rules, the Arbitration Rules, their annexes, the Rules of the Court of Arbitration, the Code of Ethics, institutional guidelines, forms and policies approved pursuant to these rules.
2. Any reference to MIAC-CAMACOL, Miami International Arbitration Center of CAMACOL, Miami Arbitration Center or any other reasonably equivalent name shall be understood, unless otherwise agreed or unless the circumstances indicate otherwise, as a reference to MIAC-CAMACOL and to its institutional documents then in force.
3. The institutional documents shall be interpreted harmoniously. In the event of a conflict between rules of equal rank, the special rule shall prevail over the general rule and the later rule over the earlier one, provided that this does not

compromise the independence, impartiality, equal treatment or due process applicable to the case.

ARTICLE 4.- Institutional Principles

1. MIAC-CAMACOL acts in accordance with the principles of independence, impartiality, integrity, efficiency, confidentiality, service quality, administrative transparency, specialization, equal treatment and respect for the right of defense.
2. Case administration is aimed at avoiding unnecessary delays and costs, preserving the traceability of actions, protecting confidential information and ensuring the orderly conduct of proceedings.
3. The bodies of MIAC-CAMACOL shall adopt their internal decisions and actions in accordance with reasonable standards of sound institutional administration and best practices in domestic and international arbitration.

ARTICLE 5.- Scope of Services

1. MIAC-CAMACOL administers domestic and international commercial arbitrations and specialized arbitrations, including, among others, construction and infrastructure, maritime, environmental, sports, technology, finance, corporate and investment arbitration, and other matters capable of settlement by arbitration under the applicable law.
2. MIAC-CAMACOL shall act as an appointing authority for the appointment of arbitrators, experts, adjudicators or other neutral third parties, when so agreed by the parties, ordered by a competent authority or provided for in its institutional documents.
3. MIAC-CAMACOL shall also provide mediation, negotiation, Dispute Board and other ADR services, as well as promote

academic activities, publications, certification programs, professional networks and other initiatives related to dispute resolution, investment law and international trade.

CHAPTER II

INSTITUTIONAL GOVERNANCE

ARTICLE 6.- Institutional Bodies

1. The institutional bodies of MIAC-CAMACOL are:

- a. Chairmanship of MIAC-CAMACOL;
- b. Court of Arbitration;
- c. General Secretariat;
- d. Advisory Council;
- e. The networks, sections, departments, programs and committees created pursuant to these rules;
- f. Any other internal bodies that shall be necessary for the fulfillment of its purposes.

2. The Court of Arbitration acts through the Plenary and its Decision Chambers, in accordance with these Operating Rules and the Rules of the Court of Arbitration.

ARTICLE 7.- Chairmanship

1. The Chairmanship of MIAC-CAMACOL is the senior body for institutional direction, representation, strategic development, general coordination and preservation of MIAC's institutional legacy.

2. The Chairmanship is composed of the Chairman of MIAC-CAMACOL and the Vice Chairman of MIAC-CAMACOL, who exercise the functions assigned to them by these rules, the resolutions of CAMACOL and the other applicable institutional documents.

3. The Chairmanship exercises its functions without prejudice to the functional independence of the Court of Arbitration and its Decision Chambers and to the administrative activity of the General Secretariat in specific cases.

ARTICLE 8.- Chairman of MIAC-CAMACOL

1. The Chairman of MIAC-CAMACOL shall be appointed by the Board of Directors of CAMACOL for a term of seven (7) years, with the possibility of re-election for a second consecutive term of the same duration. Exceptionally, the Chairman shall be appointed for a third consecutive term, also of seven (7) years.
2. The Chairman represents MIAC-CAMACOL institutionally, directs its general strategy, promotes its national and international positioning, and coordinates with CAMACOL the relevant institutional, budgetary, academic and development matters.
3. The Chairman shall issue general institutional guidelines for sound institutional governance.

ARTICLE 9.- Founding Chairman

1. MIAC-CAMACOL recognizes the institutional contribution of the Founding Chairman in the creation, promotion and consolidation of the Center as a specialized initiative of CAMACOL for the administration of arbitrations and other ADR mechanisms.
2. Upon completion of their term, the Founding Chairman shall acquire the status of Founding Chairman Emeritus of MIAC-CAMACOL, with honorary, consultative, representative and institutional preservation functions.

ARTICLE 10.- Strategic Functions of the Chairman

1. The strategic functions of the Chairman are as follows:

- a. To prepare, implement and direct the institutional policy of MIAC-CAMACOL;
- b. To represent the Center at institutional, academic, national, and international events;
- c. To promote agreements, memoranda of understanding and strategic alliances;
- d. To promote the international expansion of the Center;
- e. To safeguard the institutional sustainability of MIAC-CAMACOL.
- f. To prepare the Annual Budget Proposal of MIAC-CAMACOL for approval by the Board of Directors of CAMACOL.

2. The Chairman shall approve rules, guidelines, policies, programs, annual plans, academic projects, publications, networks, sections and other institutional initiatives.

3. The Chairman appoints the holders of internal institutional offices, including the Secretary General, the Deputy Secretary General, the members of the Court of Arbitration, the members of the Advisory Council and the persons responsible for networks, sections, departments or programs.

ARTICLE 11.- Institutional Coordination among the Chairman, the Court and the General Secretariat

1. The Chairman coordinates with the Chair of the Court and the General Secretariat on the institutional matters necessary for the proper operation of MIAC-CAMACOL.

2. Such coordination shall include quality indicators, budgetary needs, caseload, processing times, human resources, technology, archive policies, training, institutional communications and other matters of general management.

ARTICLE 12.- Vice Chairman of MIAC-CAMACOL

1. The Vice Chairman of MIAC-CAMACOL shall be appointed by the Board of Directors of CAMACOL for a term of five (5) years, with the possibility of renewal for a second consecutive term of the same duration.
2. The Vice Chairman shall support the Chairman in institutional representation, coordination of activities, implementation of policies and any other functions delegated to them in writing.
3. The Vice Chairman shall replace the Chairman by express delegation, or in the event of vacation, leave, medical leave, removal, resignation, incapacity or death, in accordance with the applicable institutional rules.

ARTICLE 13.- Delegation of Institutional Functions

1. The Chairman shall delegate in writing representative, administrative, academic, coordination or institutional implementation functions to the Vice Chairman, the General Secretariat or other internal officers of MIAC-CAMACOL.
2. The delegation shall specify its scope, duration and conditions of exercise. It shall not release the Chairman from the general supervision of the delegated institutional functions. The delegate shall also submit the corresponding report on the exercise of the delegation conferred.

CHAPTER III

COURT OF ARBITRATION

ARTICLE 14.- Nature of the Court of Arbitration

1. The Court of Arbitration is the technical-institutional body of MIAC-CAMACOL entrusted with specialized administrative functions related to the administration of arbitrations,

institutional integrity, consistency of criteria and the quality of the arbitral service.

2. The Court of Arbitration does not exercise adjudicatory authority and does not decide the merits of disputes submitted to arbitration. Under no circumstances shall it rule on the merits of an ongoing or concluded dispute.
3. The decisions of the Court of Arbitration, its Plenary and its Decision Chambers are institutional or technical-administrative in nature, as applicable, and are governed by these rules, the Rules of the Court of Arbitration and the other applicable documents.

ARTICLE 15.- Functional Independence of the Court

1. The Court of Arbitration acts with functional independence from CAMACOL, the Chairmanship of MIAC-CAMACOL, the parties, the arbitrators, the parties' representatives and any other institutional body, officer or participant.
2. The functional independence of the Court includes its autonomy to decide, in accordance with the applicable rules, the matters assigned to the Plenary and to the Decision Chambers.
3. No institutional authority shall instruct, review or modify the substance of decisions of the Court, its Plenary or its Decision Chambers in specific case files, except through the review mechanisms expressly provided for in the applicable rules.

ARTICLE 16.- Composition of the Court

1. The Court of Arbitration is composed of nine (9) regular members and such alternate members as shall correspond, appointed in accordance with these rules and the Rules of the Court of Arbitration.

2. The members of the Court shall be professionals of recognized standing, moral probity, independent judgment and proven experience or knowledge in arbitration, ADR, commercial law, international law, infrastructure, investments or other matters relevant to arbitral practice.
3. The Chair, Vice Chair and other members of the Court shall be appointed by the Chairman of MIAC-CAMACOL for a term of three (3) years, renewable only once for an additional term of the same duration.
4. The Chairman of MIAC-CAMACOL shall appoint the alternate members for a term of one (1) year, renewable only once for an additional term of the same duration. In the event of a vacancy of a regular member due to death, permanent incapacity, resignation or removal, the designated alternate shall assume their functions for the remainder of the relevant term.
5. Any reference in the rules or other internal documents of MIAC-CAMACOL to the “Court” or the “Arbitral Court” shall be understood as a reference to the Court of Arbitration.

ARTICLE 17.- Chairship of the Court

1. The Court of Arbitration shall have a Chair and a Vice Chair, appointed in accordance with these rules.
2. The Chairship of the Court coordinates the internal operation of the Court, convenes the Plenary when appropriate, ensures consistency of administrative criteria, and maintains institutional communication with the Chairmanship of MIAC-CAMACOL and the General Secretariat on general operational matters.
3. The Chairship of the Court shall not intervene in matters in respect of which it has a conflict of interest or impediment, nor shall it participate in Chamber decisions when it is not part of

the competent Chamber under the Rules of the Court of Arbitration.

ARTICLE 18.- Plenary of the Court

1. The Plenary of the Court is composed of the regular members of the Court of Arbitration and exercises the powers assigned to it by these rules, the Rules of the Court of Arbitration, the Code of Ethics and the other applicable institutional documents.
2. The Plenary is responsible, among other functions, for defining quality, consistency and good administrative practice guidelines; issuing interpretative opinions when appropriate; hearing disciplinary appeals within its competence; and making institutional recommendations related to arbitral administration.
3. The Plenary does not replace the Decision Chambers in matters assigned to them, except in cases of review, generalized impediment or residual competence expressly provided for in the applicable rules.

ARTICLE 19.- Decision Chambers

1. The Court of Arbitration acts through rotating Decision Chambers, constituted in accordance with the Rules of the Court of Arbitration, taking into account availability, absence of conflict, rotation, specialization and efficiency.
2. The composition of each Decision Chambers shall be recorded in an internal certificate prepared by the General Secretariat, without prejudice to the confidentiality of the deliberations and working documents of the Court.

ARTICLE 20.- Appointments Chamber

1. The Appointments Chamber is competent to decide, where appropriate, the appointment, confirmation, replacement and other matters relating to the constitution of arbitral tribunals administered by MIAC-CAMACOL.
2. In deciding, the Appointments Chamber shall take into account independence, impartiality, availability, suitability, experience, nationality, language, specialization, complexity of the case, amount in dispute and any other relevant circumstance.
3. The Appointments Chamber shall apply list systems, prior consultations or other institutional mechanisms aimed at promoting appointments that are efficient, transparent and compatible with the integrity of the proceedings, in accordance with the Rules of the Court of Arbitration.
4. The members of the Appointments Chamber are barred from being appointed as arbitrators by the Appointments Chamber itself. When members of the Appointments Chamber act as arbitrators appointed by the parties, they shall recuse themselves from intervening or participating in the Appointments Chamber in matters related to such cases.

ARTICLE 21.- Integrity Chamber

1. The Integrity Chamber shall have jurisdiction to decide challenges, removals, resignations, disqualifications, matters of institutional integrity, and disciplinary proceedings at first instance, where so provided under the Code of Ethics or the Rules of the Court of Arbitration.
2. The Integrity Chamber shall ensure a reasonable opportunity to comment for the parties, the arbitrator, the expert, the institutional member, or the person involved, depending on the nature of the matter.

3. The decisions of the Integrity Chamber shall be in writing and reasoned and shall be subject to the time limits set forth in the Rules of the Court of Arbitration and the Code of Ethics.

ARTICLE 22.- Conflicts, Recusals and Incompatibilities

1. The members of the Court of Arbitration must act with independence, impartiality, diligence, availability and confidentiality. The duty of disclosure is continuous throughout the exercise of office.
2. A member of the Court shall refrain from intervening in any matter in respect of which there is a circumstance that shall give rise to justifiable doubts as to their independence or impartiality, including their acting as arbitrator, counsel, adviser, expert, representative or consultant in the relevant case.
3. The recusal, absence or inability of a member shall not affect the validity of the action of the Court or of the competent Decision Chamber, provided that quorum is maintained and the applicable substitution rules are complied with.

ARTICLE 23.- Confidentiality of Deliberations

1. The deliberations, internal minutes, drafts, internal communications, working drafts, work reports and other documents of the Court of Arbitration, the Plenary and the Decision Chambers are confidential.
2. Confidentiality does not prevent the communication to the parties of decisions that must be notified, nor disclosure that is strictly necessary to comply with legal obligations, protect rights, perform institutional functions or respond to requests from a competent authority.
3. The Court shall authorize the publication of excerpts, institutional criteria or anonymized decisions when this

contributes to the development of arbitral practice and does not compromise the confidentiality of the parties or the integrity of the proceedings.

CHAPTER IV

GENERAL SECRETARIAT

ARTICLE 24.- Nature of the General Secretariat

1. The General Secretariat is the body responsible for the administration, processing, technical support, document custody, communications, operational coordination and institutional implementation of the services administered by MIAC-CAMACOL.
2. The General Secretariat acts as technical-administrative support for the Court of Arbitration, the Plenary, the Decision Chambers, the arbitral tribunals and the other institutional bodies, in accordance with the applicable rules.
3. In the administration of specific cases, the General Secretariat acts in accordance with the Arbitration Rules, the Rules of the Court of Arbitration, the Code of Ethics, these rules and the applicable institutional guidelines.

ARTICLE 25.- Secretary General

1. The Secretary General shall be appointed by the Chairman of MIAC-CAMACOL, in accordance with these rules and the applicable institutional policies, for a term of three (3) years, renewable for an additional term of the same duration.
2. The Secretary General directs the General Secretariat, coordinates the administrative team of the Center, supervises case processing, safeguards the institutional archives and

implements the decisions of the Court of Arbitration, its Decision Chambers and the arbitral tribunals, as applicable.

ARTICLE 26.- Functions of the General Secretariat

1. The functions of the General Secretariat are: a) to receive requests for arbitration, answers, submissions, communications and documents; b) to administer physical or electronic case files; c) to effect notices and communications; d) to monitor institutional time limits; e) to coordinate the constitution of arbitral tribunals; and f) to assist the Court of Arbitration and its Decision Chambers.
2. The General Secretariat shall also prepare administrative reports, internal certificates, case file reports, draft communications, settlements, statistics, quality indicators, certifications, archive certificates and other documents necessary for institutional operation.
3. The General Secretariat participates with voice but without vote before the Court of Arbitration, the Plenary and the Decision Chambers, unless otherwise provided in the Rules of the Court of Arbitration.
4. The General Secretariat shall issue operational recommendations or procedural notices, without this implying the determination of matters assigned to the Court, its chambers, the arbitral tribunal or the parties.

ARTICLE 27.- Deputy General Secretariat and Arbitral Secretariats

1. The Chairman of MIAC-CAMACOL shall appoint the Deputy Secretary General to assist the Secretary General, replace them in the event of absence, impediment or delegation, and exercise the functions assigned to them. The term of appointment shall be the same as that of the Secretary General.

2. The General Secretariat shall have arbitral secretariats, case coordinators, support professionals, administrative assistants and other personnel necessary for the proper administration of arbitral proceedings.
3. Institutional arbitral secretaries perform administrative, coordination and liaison functions. They do not exercise decision-making functions or participate in the deliberations of arbitral tribunals, and their service as secretaries to an arbitral tribunal shall occur upon appointment by the tribunal and acceptance by the parties, in accordance with the applicable rules.

ARTICLE 28.- Electronic File, Archive and Traceability

1. MIAC-CAMACOL shall promote the administration of case files by electronic means, without prejudice to the possibility of using physical media when necessary or convenient.
2. The General Secretariat shall safeguard the institutional case file, keep a record of relevant communications, preserve evidence of institutional decisions and adopt reasonable measures to protect the integrity, security, confidentiality and availability of information.
3. The General Secretariat shall implement electronic platforms, repositories, document management systems and protocols for cybersecurity, data protection, archiving, backup and access to the case file.

ARTICLE 29.- Service Quality Indicators

1. The General Secretariat shall prepare institutional service quality indicators, including, among others, caseload, admission times, times for constitution of tribunals, times for chamber decisions, compliance with time limits, administrative incidents, status of advances and closing of case files.

2. The indicators shall be brought to the attention of the Chairmanship of MIAC-CAMACOL and the Court of Arbitration for purposes of general supervision, continuous improvement, budget planning and institutional development.

CHAPTER V

ADVISORY COUNCIL

ARTICLE 30.- Nature of the Advisory Council

1. The Advisory Council is an honorary and *ad honorem*, consultative and strategic institutional body aimed at strengthening the prestige, projection, specialization and international development of MIAC-CAMACOL.

ARTICLE 31.- Composition and Appointment of the Advisory Council

1. The Advisory Council shall be composed of seven (7) members drawn from among professionals, academics, business leaders, arbitrators, mediators, experts, and other individuals of recognized standing and distinguished experience in arbitration, other ADR mechanisms, international trade, investment, infrastructure, comparative law, institutional governance, or related fields.
2. The Chair, Vice Chair and other members of the Advisory Council shall be appointed by the Chairman of MIAC-CAMACOL for a term of three (3) years, renewable only once for an additional term of the same duration.

ARTICLE 32.- Functions of the Advisory Council

1. The Advisory Council shall make recommendations on institutional positioning, academic programs, international relations, best practices, publications, professional networks,

cooperation projects and the strategic development of MIAC-CAMACOL.

2. The Advisory Council shall support the Chairmanship in building links with arbitral institutions, universities, chambers of commerce, professional associations, international organizations and other relevant actors.
3. The Advisory Council may meet in person, virtually or in hybrid format, as convened by its Chair.

CHAPTER VI

ROSTER OF ARBITRATORS AND REGISTER OF EXPERTS

ARTICLE 33.- Roster of Arbitrators

1. MIAC-CAMACOL shall have a Roster of Arbitrators composed of professionals who meet the requirements of suitability, independence, moral probity, experience, availability and specialization established by the applicable documents.
2. The Roster of Arbitrators is maintained for institutional and reference purposes. Unless otherwise expressly provided in the applicable arbitration rules, the parties may appoint arbitrators who are not included in the roster, provided that they satisfy the applicable requirements and undergo the confirmation procedure set forth in the arbitration rules.
3. The Court of Arbitration shall assess the technical suitability of candidates for the roster, the General Secretariat shall manage the relevant information and updates, and the Chairman of MIAC-CAMACOL shall approve their institutional admission.

ARTICLE 34.- Admission, Renewal, Suspension and Removal of Arbitrators

1. The admission, renewal, suspension and removal of arbitrators from the roster shall be governed by the Guidelines for the Roster of Arbitrators, the Code of Ethics and the other applicable documents.
2. For admission or renewal, criteria may include, among others, professional experience, training, specialization, languages, availability, reputation, independence, prior participation in arbitrations, publications, academic record and compliance with ethical standards.
3. The suspension or removal of an arbitrator from the roster shall not, by itself, affect their service in an ongoing arbitration, unless otherwise decided in accordance with the applicable rules by the competent authority, the relevant chamber or the competent arbitral body.

ARTICLE 35.- Register of Experts

1. MIAC-CAMACOL shall have a Register of Experts composed of professionals, technicians, consultants, specialists, academics or institutions with experience in matters relevant to dispute resolution.
2. The Register of Experts shall be organized by areas of specialization, including, among others, construction, engineering, accounting, finance, valuation, technology, international trade, maritime, energy, environment, damages, *quantum* and other disciplines.
3. The Register of Experts is institutional and referential in nature. Its existence does not limit the power of the parties or arbitral tribunals to propose or appoint external experts, in accordance with the applicable rules.

ARTICLE 36.- Admission and Participation of Experts

1. The admission, renewal, suspension and removal of experts shall be governed by the Guidelines for the Register of Experts, the Code of Ethics and the other applicable documents.
2. Experts shall act with independence, impartiality, objectivity, diligence, confidentiality and respect for the terms of reference or assignments entrusted to them.
3. When an expert is appointed by an arbitral tribunal, their participation shall be governed by the applicable Arbitration rules, the orders of the arbitral tribunal, the terms of reference of the engagement and the applicable disclosure obligations.

CHAPTER VII

INSTITUTIONAL POLICY, PROGRAMS, NETWORKS AND SECTIONS

ARTICLE 37.- Promotion of Arbitration, Other ADR Mechanisms and Dispute Boards

1. MIAC-CAMACOL shall promote arbitration, mediation, negotiation, other ADR mechanisms and Dispute Boards through its activities, departments, programs, networks and sections, by means of academic, institutional, professional and cooperation initiatives.
2. The Chairman of MIAC-CAMACOL shall direct the institutional promotion policy, aimed at strengthening the consolidation of MIAC-CAMACOL, its international integration, its technical quality and its connection with the business, arbitral and professional community worldwide.
3. The Chairman of MIAC-CAMACOL shall appoint the directors, deputy directors, coordinators, editors, deputy editors, academic committees, working teams and persons

responsible for such initiatives, in accordance with institutional needs.

ARTICLE 38.- Institutional Departments and Programs

1. MIAC-CAMACOL may create departments, programs, committees, publications, libraries, observatories, academic competitions, certifications, courses, seminars, congresses, symposia and other initiatives aimed at developing its institutional purposes.
2. MIAC-CAMACOL hereby creates an academic department and an international relations department.

ARTICLE 39.- MIAC-CAMACOL Networks

1. MIAC-CAMACOL may establish national or international networks aimed at strengthening its institutional presence, promoting professional exchange, developing academic activities and expanding its connection with the arbitral and business community.
2. The MIAC-CAMACOL Networks may be organized by country or region, in accordance with the Rules of the MIAC-CAMACOL Networks.
3. The MIAC-CAMACOL Networks shall not have separate legal personality and shall act under the direction and supervision of MIAC-CAMACOL, subject to a General Directorate.

ARTICLE 40.- Institutional Sections

1. MIAC-CAMACOL may have such institutional sections as it deems appropriate, aimed at promoting training, equitable professional participation and the development of new generations in arbitration, other ADR mechanisms and Dispute Boards.

2. MIAC-CAMACOL creates the Women Arbitrators Section (WAS MIAC-CAMACOL) and the Young Arbitrators Section (YAS MIAC-CAMACOL) to promote the professional development and participation of women arbitrators and young arbitrators in arbitration, other ADR mechanisms, and Dispute Boards.
3. The institutional sections shall carry out academic, professional, mentoring, networking, research and dissemination activities.

CHAPTER VIII

ECONOMIC REGIME, BUDGET AND SUSTAINABILITY

ARTICLE 41.- Institutional Budget

1. The Chairman of MIAC-CAMACOL shall direct the preparation of the annual institutional budget, in coordination with CAMACOL, the General Secretariat and, as applicable, the Court of Arbitration.
2. The budget shall take into account the needs of case administration, human resources, technology, archive, communications, academic activities, institutional relations, international promotion, publications and other MIAC-CAMACOL initiatives.
3. The fees of the Chairman, Vice Chairman, Secretary General, Deputy Secretary General, members of the Court, Directors of the Academic and International Relations Departments, Director General of Networks and all other offices of MIAC-CAMACOL, whether existing or created in the future —except those that are voluntary or *ad honorem*—, shall be fixed by resolution issued by the President of CAMACOL, in accordance with the MIAC-CAMACOL Budget approved pursuant to these rules.

4. The Court of Arbitration and the General Secretariat may make recommendations on budgetary needs related to the quality of the arbitral service, caseload, case file management and the operation of the Decision Chambers.

ARTICLE 42.- Arbitrators' Fees and Administrative Fees

1. Arbitrators' fees and administrative fees, advances on costs and other economic items applicable to proceedings administered by MIAC-CAMACOL shall be governed by the Arbitration Rules, their annexes, the approved schedules and the corresponding guidelines.
2. The Board of Directors of CAMACOL shall approve the MIAC-CAMACOL Schedule of Arbitrators' Fees and Administrative Fees.
3. The determination of fees or costs in a specific case file shall be made in accordance with the applicable documents, preserving the independence of the Court, its chambers and the arbitral tribunals.

ARTICLE 43.- Collection and Settlement Management

1. The General Secretariat, directly or through the corresponding administrative area, shall manage the request, follow-up, collection, recording and settlement of advances, arbitrators' fees and administrative fees for proceedings administered by MIAC-CAMACOL.
2. Failure to pay advances or expenses shall be governed by the applicable arbitration rules and by the requests, orders or decisions corresponding to the arbitral tribunal, the Court, its Decision Chambers or the General Secretariat, depending on the stage of the request for arbitration or of the arbitral proceeding.

3. Upon conclusion of the proceeding, MIAC-CAMACOL shall carry out the corresponding settlement and shall return any unused balance or require payment of any outstanding balance, in accordance with the applicable rules.

CHAPTER IX

AMENDMENTS, FINAL PROVISIONS AND ENTRY INTO FORCE

ARTICLE 44.- Amendments and Institutional Guidelines

1. These Operating Rules may be modified or amended upon recommendation of the Chairman of MIAC-CAMACOL for approval by the Board of Directors of CAMACOL.
2. Where operational adjustments, clarifications or supplementary guidelines are required that do not entail a substantive amendment to these rules, they may be established through guidelines issued by the Chairman of MIAC-CAMACOL.

ARTICLE 45.- Final Provisions

1. The Secretary General and the Deputy Secretary General shall not serve as arbitrators or act as advisers, counsel, experts or representatives of the parties in arbitrations administered by MIAC-CAMACOL.
2. All members of the institutional bodies shall act in accordance with these rules, the rules of their respective bodies and the Code of Ethics of MIAC-CAMACOL.

ARTICLE 46.- Entry into Force

1. These Operating Rules shall enter into force upon their approval by the Board of Directors of CAMACOL.

**Miami International Arbitration
Center of CAMACOL
MIAC-CAMACOL**

An institution of the Latin Chamber of Commerce of U.S.A.

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