HIKMAH • Ad hoc arbitration, fully online

HIKMAH Group

Independent arbitrators who resolve disputes with a binding award

With wisdom we decide. With fairness we resolve.

بالحكمة نحكم.. وبالعدل نفصل

What is an arbitrator?

An independent decision-maker whom both parties agree to appoint to resolve their dispute with a binding award. An arbitrator does not act for either side.

Arbitration

is not a second-best alternative to going to court. It is a legally recognized route for parties who want their dispute resolved quickly and privately.

HIKMAH Group brings together certified independent arbitrators and distinguished academics to conduct **ad hoc arbitration**. A sole arbitrator or a three-member tribunal, depending on the track and the parties' agreement, decides the dispute with a binding award, **fully online**. We don't represent either side, and all of our arbitrators **meet the qualification requirements of the Saudi Arbitration Law**.

We handle **all types of arbitration**. On our **expedited track**, a reasoned award is issued within 30 days of the tribunal accepting its appointment.

About us

We bring together independent arbitrators certified by respected arbitration bodies and distinguished academics with deep expertise in their fields. We handle **all types of arbitration**, **fully online**.

- On the expedited and standard tracks, the tribunal is a sole arbitrator or three arbitrators, as the parties agree. Small claims are always heard by a sole arbitrator.
- We are appointed only under the parties' arbitration agreement and with their consent.
- Every stage is handled online: written submissions, hearings, witness and expert evidence, deliberations and the award.

We are

Independent arbitrators who decide the dispute between you and the other party and issue a binding award.

We are not

Lawyers acting for one side, or an institutional arbitration center.

Our values

Impartiality

Every arbitrator is independent and discloses any potential conflict of interest in writing before accepting a case.

Confidentiality

Proceedings, documents, deliberations and awards remain confidential.

Speed

Clear timetables and procedures keep the case moving.

Excellence

Strong academic and professional credentials.

Our services

- **All types of arbitration, fully online**, conducted by a sole arbitrator or a three-member tribunal, from the request for arbitration to the final award.
- **Small claims:** for disputes under SAR 200,000 that rest on documents, a sole arbitrator decides on the documents alone, with no hearings, for a fee set upfront, calculated from the amount claimed.
- **Expedited track:** a reasoned award within 30 days of the tribunal accepting its appointment, for disputes under SAR 5 million. If both parties agree, the tribunal decides on the documents alone, without hearings and for fees 20% lower.
- **Consent awards:** if you settle during the case, the tribunal records your settlement in an award that can be enforced like any arbitral award.
- **Arbitration agreement drafting for existing disputes:** if your contract has no arbitration clause, we draft a submission agreement for both parties together.
- **For lawyers and arbitrators:** we nominate a qualified arbitrator (sole, presiding or party-appointed) or provide a tribunal secretary for your cases, even outside the Tahakom platform.
- **Online case management on Tahakom** (tahakompltf.com.sa): electronic filing of submissions, virtual hearings, written minutes and procedural orders.
- **Expert evidence where needed:** technical experts appointed by the tribunal, each signing a declaration of independence and impartiality.
- **A tribunal secretary where needed:** handles research, file management and scheduling, but takes no part in deliberations or the award.

Three tracks, set by the value of the dispute

The track depends on the amount in dispute and the nature of the case: small claims are decided by a sole arbitrator on the documents, the expedited and standard tracks have one or three arbitrators, as the parties agree.

	Small claims	Expedited track	Standard track
Applies to	Disputes under SAR 200,000 that rest on documents	Disputes under SAR 5 million	Disputes of SAR 5 million and above
Tribunal	A sole arbitrator	A sole arbitrator or three arbitrators	A sole arbitrator or three arbitrators
Timeline	30 days from the arbitrator accepting the appointment	30 days from the tribunal accepting its appointment	Set by the tribunal in its first procedural order
Fee payments	A fee set upfront, paid in full before the appointment is accepted	Two installments: 50% before the tribunal accepts its appointment and 50% before the award is delivered; 20% lower for documents only	Four equal installments of 25%
Hearings	None: documents only	A case management conference, then a decision on the documents, with one hearing only if needed, or documents only if both parties agree	As the case requires

Fees are agreed in writing before the case begins, and every payment received is documented with a receipt or proof of transfer.

How a case proceeds

1. **Appointment and fees:** both parties sign the appointment agreement and the fee agreement, and pay the first installment.
2. **Acceptance and disclosure:** the sole arbitrator, or each member of the tribunal, accepts the appointment and discloses any circumstances that could affect their independence or impartiality.
3. **Statement of claim and defense:** the claimant files its statement of claim, and the respondent files its statement of defense with supporting documents.
4. **Virtual hearings:** hearings are held on the Tahakom online platform, and minutes are kept of each one.
5. **The award:** the sole arbitrator issues a reasoned award. A three-member tribunal decides by majority after deliberating, and the presiding arbitrator delivers the award.

Expedited track: the 30-day timetable

Day	Step
0	Tribunal accepts its appointment; statement of claim filed
3	Case management conference: procedure and deadlines set
7	Statement of defense filed with supporting documents
13	Reply submissions from both parties; notice that the second installment is due
18	Tribunal reviews the file and closes the proceedings
25	Award issued once the second installment is paid

Days run from the date the last arbitrator signs their acceptance. The timetable is extended if proceedings are suspended, or if the deadline is extended under the expedited track agreement.

Why ad hoc arbitration?

- **Direct appointment:** the parties appoint the tribunal themselves, with no institution in between.
- **One all-inclusive price:** the tribunal's fees and our organization and administration in a single amount, 15% lower than arbitration centers; as an opening offer, the SAR 3,000 case review fee is deducted from it.
- **Procedural flexibility:** the parties and the tribunal shape the procedure to fit the dispute.
- **Greater confidentiality:** no outside institution has access to the file.
- **Speed without bureaucracy:** the tribunal starts work as soon as it accepts its appointment and the first installment is paid.

Why HIKMAH

- **Specialist panel:** certified arbitrators alongside distinguished academics.
- **One or three arbitrators:** on the expedited and standard tracks, as the parties agree. A three-member tribunal deliberates and decides by majority.
- **Documented impartiality:** every arbitrator makes a written disclosure before accepting the appointment.
- **A fixed timetable:** 30 days on the expedited track, with a set date for every step.
- **Fully online:** no travel and no paperwork, saving both time and cost.
- **Transparent fees:** fees agreed in writing up front, set installments, and every payment documented.

Frequently asked questions

Is an arbitration award binding?
Yes. The award is binding on both parties and enforceable under the applicable laws.

Do I choose the arbitrators?
Arbitrators are appointed under the parties' arbitration agreement, and nothing begins without the parties' consent.

How are you different from an arbitration center?
We are ad hoc arbitrators: we decide the dispute directly under the parties' arbitration agreement, with no arbitration center administering the case, at one all-inclusive price. Arbitration centers, such as the Saudi Center for Commercial Arbitration (SCCA), administer cases under their own rules and charge their own fees on top of the arbitrators' fees.

Are hearings held in person?
No. Hearings are held online on the Tahakom platform by default, and minutes are kept of each one.

How long does a case take?
For small claims and on the expedited track, 30 days from the tribunal accepting its appointment. On the standard track, the tribunal sets the timetable in its first procedural order.

What if we settle during the case?
The tribunal records the terms of your settlement in an award that ends the proceedings and can be enforced like any arbitral award.

Do I need a lawyer?
No. You may appoint a lawyer or another representative, but you don't have to.

Is what I submit kept confidential?
Yes. Documents and deliberations are confidential, and the award is published only if both parties agree.

Get started

What to have ready:

- Your arbitration agreement, or the arbitration clause in your contract.
- Contact details for both parties and their representatives.
- What the dispute is about and the amount involved, so we can confirm the right track.
- The key documents in the case.

If you and the other party agree to appoint us, get in touch and we'll walk you through the next steps. We'll send you the appointment agreement and the fee agreement, and proceedings begin once the first installment is paid (or, for small claims, once the upfront fee is paid in full). You can also get a fee estimate and send your request on our website, and we reply within one business day.

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