



ADMISSION AUDITS ADR REGISTER – SUB SCOPES – SUB TYPES

Document: ADR.AD.VOORKANS.PREDIATION.EXPERT.INT V1 (ADR.AD.019.INT)

GENERAL PROVISIONS

The following applies to document ADR.AD.VOORKANS.PREDIATION.EXPERT.INT:

1. Document GNG.RD.003.INT General clauses for all documents
2. Document GNG.PD.001.INT Rules for audits
3. **Document ADR.AD.001.INT Requirements audit document ADR Register (*)**

The aforementioned documents are published on our websites and are hereby designated as a repeat and insert.

(*)

!! Consult this document !!

In this document: the complete description and all qualification requirements (allowed evidence) with regard to the documents to be supplied by you.

DOCUMENT TYPE

- Yes = required document
- N.a. = not applicable
- Optional = optional document
- Notification = You will receive a notification with regards to required documents

DOCUMENT FORWARDING

- Documents can not be uploaded.
- Documents can only be forwarded via email info@adr-register.com or WeTransfer.

ADD A SCOPE | UPGRADING FROM ASSOCIATE TO FULL LEVEL

Documents delivered for another scope and the associate level do not have to be submitted again. You only submit documents that have not been submitted before.

AN INCOMPLETE ADMISSION FILE EQUALS NO REGISTRATION/CERTIFICATION

The registration/certification is granted as soon as the admission file is complete.

COMPULSORY: PERSONAL PROFILE

A personal profile is compulsory.

OPTIONAL: COMPANY PROFILE

A company profile is optional and associated with basic company registration and company certification.

ALTERNATIVE EXPERIENCE REQUIREMENTS

The number of client assignments can be audited against clock hours or turn-over. If less than two years of experience exists, the minimum requirement for client assignments is 25 (instead of 15).



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| | Levels of Certification ► | Associate | Full |
|-----------------|--|---|---|
| | DESCRIPTION ▼ | Additional certification Voorkans Prediation Expert® possible | Additional certification Voorkans Prediation Expert® possible |
| Part | Certification Scheme | | |
| Scheme | ADR international conflictnavigator® | | |
| Norm | GNG-ADR-ISO | | |
| Main scope | At least certified as mediator and negotiator | | |
| Subscope | Not applicable | | |
| Subtype | Voorkans Prediation Expert® (*) | | |
| | ADMISSION AUDIT (**) | | |
| | PERSONAL PROFILE (INDIVIDUAL ADMISSION FILE) | | |
| Document | Professional Competencies | | |
| PF.021 | Voorkans: Voorkans Prediation Expert® | Yes | Yes |
| PF.023 | Voorkans: Voorkans Prediation Expert® | Yes | Yes |
| PF.024 | Voorkans: Voorkans Prediation Expert® | Yes | Yes |
| PF.025 | Other registration, certification, membership (*) | Optional | Optional |
| Document | Process/Procedures | | |
| PF.200 | Valid certificate of competence certified mediator and negotiator (**) (reference documents ADR.AD.004.INT, and ADR.AD.005.INT) | Yes | Yes |
| | CPD REQUIREMENTS (***) | | |
| PF.051 | Annually: minimum number of subtype related CPD points (***) | Yes | Yes |

(*)

The subtype Voorkans Prediation Expert® is owned by Voorkans (<https://voorkans.nl/>) and will only be granted to practitioners certified by ADR Register against the main scope mediator and negotiator, and who have additionally completed the Voorkans training program Voorkans Prediation Expert®, Voorkans knowledge audit Voorkans Prediation Expert® and Voorkans skills audit Voorkans Prediation Expert®.

(**)

The admission audit is additional to the main scope.

The Voorkans knowledge audit will be done by using the ADR Register exam-application and is based on the Voorkans itembank.

The Voorkans skills audit is handled by Voorkans and reported via the ADR Register audit-application.

(***)

The Voorkans CPD requirements are additional to the regular main scope requirements and annually audited based on the official CPD declaration issued by Voorkans.