

## TARGET AUDIENCE

This structured training will provide participants with the knowledge, skills and confidence to present evidence effectively. The order of events, the roles persons play in the hearing and the process of giving evidence will be explained. The workshop is intended for: Agents, Brokers, Claims, Underwriting and Legal Departments, Adjusters and Investigators.

## WORKSHOP CONTENT

At the completion of this Workshop, participants will be able to:

- Understand the procedures and process of giving evidence
- Understand the roles of the various persons in court/tribunal
- Be familiar with oath taking or the affirmation with confidence
- Understand techniques lawyers use in cross-examinations and how to handle them
- Comprehend how to give clear, honest and impartial testimony
- Understand how to identify the source and weight of evidence
- Understand how to prepare for giving evidence (body language, active listening, etc.)
- Apply the use of exhibits/appendices/photos/plans/maps
- Apply role-play to gain exposure and experience in being cross-examined and to receive detailed feedback

## FACILITATOR

**Stephanie Boodoosingh**, LLB (Hons), AIC, LEC, FCILA, FIFAA, ACII, FUEDI-ELAE

Ms. Boodoosingh has over thirteen (13) years' experience in the Insurance Industry as a Property Loss Adjuster. Her specialization is in domestic property, liability insurances and commercial insurance lines. She is a practicing civil litigation Attorney-at-Law acting as Legal Counsel for insurance companies in their civil litigation matters.

Among her many accolades, Ms. Boodoosingh holds a Bachelor of Laws (LLB) from the University of the West Indies and Legal Education Certificate (LEC). On the insurance front, her professional designations include Chartered Insurance Practitioner (CIP) with the Chartered Insurance Institute (CII), Fellow of the Chartered Institute of Loss Adjusters (CILA) and Fellow of the International Federation of Adjusting Associations (FIFAA).

## WORKSHOP SCHEDULE

**Time:** 8:30 am – 4:00 pm

**Date:** Thursday 19<sup>th</sup> March, 2020

**Facilitator:** Stephanie Boodoosingh

*Lunch and Coffee Breaks included.*

## REGISTRATION

Registration Deadline: Monday 16<sup>th</sup> March 2020

To register please contact:

**Trinidad and Tobago Insurance Institute**

Lot Nos. 46-50 Picton Street, Newtown, Port of Spain

☎: 628-1663/628-2969/628-5457

☎: 622-4205

E-mail: [ruqayyahali@tii.org.tt](mailto:ruqayyahali@tii.org.tt)

Visit us on the Web: [www.tii.org.tt](http://www.tii.org.tt)



## REGISTRATION FORM

COURTROOM TESTIMONY, PREPARATION AND PROCEDURES 2020

Name of Participant:			
Job Title:			
Mobile Number			
Email Address			
Company			
Address			
Contact Person			
Tel:		Ext	
E-mail:			
Fax:			
Meal Preference: <input type="checkbox"/> Chicken		<input type="checkbox"/> Fish	
<input type="checkbox"/> Vegetarian		<input type="checkbox"/> Vegan (no animal products)	
Any Special Needs/Allergies:			
<b>Places are guaranteed on a <u>pay-first basis</u> up to a limit of 20 persons. Deadline for registration is March 16<sup>th</sup> 2020. <u>NO refunds will be entertained.</u> Please contact the TTII if your registration is not confirmed within 48 hours.</b>			
Authorized Signature & Stamp			
<b>The TTII does not accept cash. Payments can be made by Debit (Linx)/Credit Cards, MEMBER Company Cheques or Manager's Cheque.</b>			
COURTROOM TESTIMONY, PREPARATION AND PROCEDURES 2020			
<b>For Official Use Only</b>			
Date		Receipt #	
Authorized Signature			



**TTII**

# Courtroom Testimony, Preparation and Procedures

**Date: March 19th, 2020**

**Time: 8:30 am - 4:00 pm**

**Venue: ATTIC's Training Centre**



**MEMBERS: TT \$1,500.00**

**NON-MEMBERS: TT \$1,750.00**