

# ***Curriculum Vitae***

## ***Ellen Alexandra Naa Koshie Bannerman-Quist FCIARB***

### **Contact details**

Bannerman-Quist Legal Consult & Notary  
P.O. Box DTD CT 33, Accra-Ghana  
E-mail: [ban\\_quist@yahoo.co.uk](mailto:ban_quist@yahoo.co.uk) ; [elbanquist@gmail.com](mailto:elbanquist@gmail.com)  
Mobile Phone: +233 244 707159; +233 050 040104

### **Career Objective**

To work as a reputable and well-renowned international arbitrator;  
Provide top-notch legal services and advice.

### **Areas of Expertise**

International Law, International Trade Law, Commercial Law, Corporate Law, Alternative Dispute Resolution (ADR), Arbitration, Public Private Partnerships (PPP), Project Finance, Infrastructure Projects, EPC Contracts, FIDIC and other construction contracts, Claims & Adjudication, Energy including Oil & Gas contracts, EPC contracts, Competition Law, Maritime Law, Trade Agreements.

### **Education**

2021 Chartered Institute of Arbitrators (CIARB), UK  
Diploma in International Maritime Arbitration

2020 Harvard Law School, Massachusetts, USA  
Certificate in Women's Leadership: Adapting and Advocating in a Remote Environment

2013 Ghana Institute of Management and Public Administration (GIMPA) - Accra  
Executive Masters in Business Administration (EMBA)  
Dissertation prepared in area of Project Management on topic 'Project Implementation Issues in the Public Sector of Ghana: The Case of Volta River Authority'

2000 Legon Centre for International Affairs, University of Ghana, - Accra  
M.A International Affairs

### **Areas of Specialisation**

International Finance and Developing Countries. International Trade and Development. International Law; Dissertation prepared on 'Trade Liberalisation and Anticompetitive Business Practices in Ghana'

1989 University of Warwick, Coventry, U.K  
L.L.B Honours (European)

1988 Université de Bordeaux, Bordeaux, France  
Certificate in French Law (given as part of Warwick Law Degree)

1990  
Inns of Court School of Law, Holborn, U.K  
Specialised in Commercial Practice comprising International Trade Law & Competition Law

1985  
University of Science & Technology, Kumasi, Ghana  
B.A Social Science (French & English)

1984

Université du Benin, Lomé, Togo Licence d'Etudes Françaises (Deuxième Langue)

### **Professional Qualifications**

February 1993 Barrister-at-Law (BL)

Called to the Bar of England and Wales by the Honorable Society of the Inner Temple, London.

October 1993

Barrister-at-Law (BL) – Ghana School of Law Post Call

Called to the Ghana Bar

### **Other Courses**

October 1994 Ghana Stock Exchange, Accra

Certificate in Basic Securities

November 1998 International Development Law Institute Rome, Italy

Certificate of Participation in Seminar on 'Trade Liberalisation And Restrictive Business Practices'

October 2000 World Bank / Ministry Of Road & Transport Accra, Ghana

Participation in workshop on Legal Implications of FIDIC Conditions of Contract and Key Issues in Contract Administration.

February 2001 Ghana Arbitration Centre

Accra, Ghana

Certificate of Participation in Workshop on Techniques of International and Domestic Arbitration given in collaboration with Freshfields Bruckhaus Deringer.

May 2004 International Law Institute

Washington D.C (USA)

Certificate in International Arbitration and Mediation given in conjunction with Georgetown University, Washington D.C (USA)

July 2005 Ghana Bar Association/AITEC Accra, Ghana

Participation in Workshop on Information and Communication Technology and Today's Corporate Counsel

February 2010 Volta River Authority/LearnTrans Ltd. Akuse, Ghana

Participation in Leadership Development Programme for Managers

October 2010 International Law Institute Washington D.C. (USA)

Certificate in Oil and Gas Contracts and Dispute Resolution given in conjunction with Georgetown University, Washington DC (USA)

March 2012 Western Connecticut State University USA

Certificate of completion of training workshop on 'Developing a Mindset for Global Business' (part of GIMPA EMBA external course requirement)

March 2012 Delaware State University USA

Certificate of participation in workshop on 'Managing Partnerships In the Global Economy: Asia in Africa' (part of GIMPA EMBA external course requirement)

December 2012 Energy Regulators Regional Association (ERRA) Budapest, Hungary

Certificate of participation in training on Principles of Natural Gas Regulation.

June 2014 International Law Institute Washington DC, USA

Certificate in Contract Administration given in conjunction with Georgetown University (Washington DC, USA)

April 2016 ICC International Court of Arbitration Accra, Ghana

Certificate in International Commercial Arbitration given by ICC International Court of Arbitration, Paris in conjunction with Ghana Chamber of Commerce.

July 2018 International Law Institute (Washington DC) USA - Certificate of Participation in seminar on Public Private Partnerships and Infrastructure Finance for lawyers given in conjunction with Georgetown University (USA).

July 2019 Institute of Public Private Partnerships (IP3) Arlington, Virginia, USA - Certificate of Achievement in Structuring Legal Agreements and Concession Contracts

November 2019

Institute of Public Private Partnerships (IP3) Arlington, Virginia, USA - Certificate of Achievement in Fundamentals for Infrastructure Projects (On-Line Course)

## **Career Profile**

May 2021 to Date

Managing Consultant & International Arbitrator

Bannerman-Quist Legal Consult & Notary, P. O. Box DTD CT33, Accra, Ghana

November 2002 to April, 2021

Volta River Authority, Legal Services Department, Accra

### ***Positions Held***

#### **DIRECTOR/LEGAL SERVICES – November 2016 to April 2021**

##### **Functions**

- I advised on legal issues and agreements relating to Oil and Gas purchase and supply including the relevant shipping arrangements, Power generation and sales, Power plant construction and maintenance, Loan Transactions and Facility arrangements amongst others. I also provide legal input to the management of major projects and joint ventures and handle all related dispute resolution issues.
- In charge of all legal matters relating to the Volta River Authority and its subsidiaries with oversight responsibility for the Power Business Section, the Corporate Matters Section and the Litigation Section of the Legal Services Department by reviewing the work of all lawyers in the department and providing direction and leadership together with related administrative issues;
- Review and clear all agreements and other documents with legal implications creating obligations for the Authority prior to Executive signature;
- Work on all documentation required for arbitrations/ADR
- Advise Management on all issues with legal implications;
- Member of Board of Trustees for Staff Housing Loan Scheme;
- Member of Entity Tender Committee (which meets to approve the procurements of the Authority) My role is to ensure compliance with the Public Procurement Act 1993 (Act 663) as amended and to advise on any other relevant laws or processes/ procedures;
- Member of Management Team
- Member of West Africa Power Company (WAPCo) Shareholders' Legal Committee since 2012. (WAPCo is the company that manages the West African Gas Pipeline (WAGP) and as a member of this committee, which comprises of lawyers from the shareholder companies, I participate in deliberations on issues referred to the Committee. Generally, this Committee advises the WAPCo Board on all legal issues pertaining to the international gas pipeline and the supply of gas from Nigeria to our plants in Ghana).

## **MANAGER/LEGAL SERVICES (POWER BUSINESS) April 2010 to November 2016**

### **Functions**

- Providing legal advice and preparing legal opinions on issues relating to VRA's power business;
  - Reviewing all contracts relating to VRA's power business;
  - Negotiating and drafting Gas Supply Contracts together with other related agreements;
  - Reviewing and/or drafting other engineering contracts;
  - Negotiating and drafting Arbitration Agreements;
  - Preparing relevant documentation and any responses and/or counterclaims required by various dispute resolution mechanisms;
  - Working on negotiating teams and attending meetings generally, as legal advisor;
  - Working with the Business Development and Sales Department towards concluding Power Supply Agreements;
  - Negotiating other specialist energy related contracts such as EPC contracts and Long Term Service Agreements;
- 
- Advising Director/Legal and the Executive generally on oil and gas related issues as and when required;
  - Advising on disputed contractual claims relating to the development of power plants and projects;
  - Working as Legal Adviser on Bid Evaluation and Review Committees;
  - Reviewing all work emanating from lawyers in the Power Business Section (ranging from Supervising Counsel to Counsel) and providing necessary input and direction;
  - Managing the Power Business Section by liaising with other support and administrative staff of the Legal Services Department in a supervisory capacity;
  - Setting Key Performance Indicators and Performance Targets for lawyers in the Power Business Section and other staff to ensure effective delivery of services;
  - Providing legal advice generally on any other matters as may be required by the Director/Legal or the Executive;
  - Performing the functions of Director/Legal in an acting capacity when required

## **ASSISTANT BOARD SECRETARY (Managerial Position) December 2005 to April 2010**

### **Functions**

- Arranging Board Meetings;
- Managing the Board Secretariat by supervising the work of other Secretariat staff to ensure effective delivery of services;
- Attending Board Meetings and providing legal advice when required;
- Ensuring Board Decisions are accurately communicated to various relevant departments within the Authority;
- Preparing correspondence to external bodies in line with Board Decisions;
- Ensuring Minutes of Board Meetings and other subcommittee meetings are accurately recorded;
- Vetting all Memoranda and Papers submitted to the Board and providing legal input as required including the drafting of Board Resolutions;
- Reviewing Standing Orders of the Board in line with changes to relevant enactments and providing advice thereon towards amendments;
- Drafted 2008 Standing Orders of the Board which amended and replaced the then existing 1961 Orders;
- Prepared Terms of Reference for all the Board sub-committees;
- Liaising with Directors of various departments in the preparation of Memoranda and Papers for Board consideration;
- Liaising with Board Members on any matters affecting the Board;

- Liaising with the Chief Executive in the preparation of Agenda for Board Meetings and on any other matters affecting the Board;
- Attending court; participating in negotiations and drafting contractual documents when specifically directed by the Board;
- Acting in the capacity of Board Secretary during periods of absence of latter;
- Assisting Director/Legal with any other legal matters including vetting and providing input into the work of other lawyers as and when required;

#### **SENIOR COUNSEL November 2002- December 2005**

##### **Functions**

- Advising the Authority on general legal matters;
- Drafting Agreements;
- Reviewing contract documents for major construction works;
- Providing advice on Human Resource matters;
- Working as Secretary / Counsel on Committees on Enquiry;
- Working as Counsel on negotiation teams;
- Translating Agreements and other documents from French into English;
- Comparing French and English versions of Agreements and other documents and identifying, interpreting and advising on any differences or peculiarities requiring further negotiation;
- Working as Counsel / Secretary on Projects which includes liaising and collaborating with representatives from various departments; providing legal advice on any arising matters; responding to all related correspondence and arranging meetings as and when required;
- Working as Counsel on Tender Evaluation Committees;
- Attending meetings and holding discussions on matters relating to the Authority;
- Representing the Authority in court and before other quasi-judicial bodies;
- Assisting with Board secretarial work;
- Providing public legal education for staff;
- Working as member/ lawyer on VRA Restructuring Planning Committee (Transmissions).

#### **STATE ATTORNEY *October 1996 to November 2002 Ministry of Justice, International Law Division, Accra***

##### **Functions**

- Drafting and Vetting International Agreements;
- Writing Legal Opinions;
- Working with teams of lawyers in the preparation and submission of documentation and processes for arbitrations involving Government and other ministries;
- Working on negotiation teams;
- Representing the Attorney General and other Government Agencies before the Commission on Human Rights and Administrative Justice;
- Representing the Attorney-General on the Standing Committee on International Trade Agreements at the Ministry of Trade;
- Holding discussions / liaising with high placed officials of Ministries and other Government entities in the solicitation of information towards the resolution of disputes;
- Preparing Government White Papers;
- Drafting court processes and court attendance;
- Attending meetings;
- Participating in negotiations on behalf of Government;

- Instructing external solicitors in the conduct of litigation involving Government in foreign courts and in arbitrations;
- Assisting in the organization of international conferences and rapporteuring;
- Advising Government in matters relating to its international obligations and the ratification of international treaties/ conventions;
- Advising Government on and preparing proposals towards updating national legislation in conformity with our international obligations;
- Providing information on the status of the law and its implementation to international bodies upon request and to the Ministry of Foreign Affairs which culminate in position papers used at conferences and international fora;
- Translating legal documents from the French language into English;
- Prepared Proposals and Drafting Instructions subsequently culminating in the passage of the Human Trafficking Act 2005 (Act 694) and the Anti-Terrorism Act 2008 (Act 762).

### **Accra Barrister Naoferg Chambers, December 1994 to October 1996**

#### **Functions**

- Engaged in General Legal Practice.
- Preparation of Cases and Court Attendance
- Drafting of Legal Documents
- Assisting in Negotiations and Interviewing Clients

### **Ministry of Environment, Accra National Service May 1993 to November 1994**

#### **Functions**

- Setting up of Legal Department in newly established Ministry;
- Advising Ministry and Attending Meetings with other stakeholder entities such as Minerals Commission, National Development Planning Commission and Forestry Commission towards formulation of policy;
- Worked with Executive Secretary of Minerals Commission in preparation of national policy guidelines for submission of Environmental Impact Assessment Reports by mining companies;
- Preparation of Drafting Instructions, which culminated in Environmental Protection Agency Act 1994 (Act 490).
- Represented Ministry at meetings and contributed to discussions leading to National Development Planning Commission Act 1994 (Act 479).

### **Mini Pupillage 76B Chancery Lane, Holborn London October 1992 to January 1993**

#### **Functions**

- Attended court with senior lawyers in chambers
- Assisted with client conferencing
- Assisted with drafting of court papers

#### **Conferences**

June 2000 Commonwealth Experts Meeting on Human Rights Accra-Ghana

Rapporteur / Delegate

23rd – 24th October, 2001 Accra-Ghana

Joint ECOWAS/UNODCCP/CICP Meeting of Experts on Trafficking in Persons

Rapporteur / Delegate

25th – 27th October, 2001 Accra-Ghana

Joint ECOWAS/UNODCCP/CICP Meeting of Experts on the Fight Against Corruption and Terrorism.

Rapporteur / Delegate

2nd – 4th March, 2012 Harvard Business School, Boston- Massachusetts, USA

14th Annual Africa Business Conference on theme 'Africa

Incorporated: Cultivating an Integrated Market'

Delegate

16th – 17th May, 2017 London UK 2nd Annual Conference on Energy Arbitration & Dispute Resolution in the Middle East & Africa (Delegate)

### **Associations**

- Honourable Society of the Inner Temple (UK) – Member
- Chartered Institute of Arbitrators (UK) – Member (FCIArb)
- London Court of International Arbitration (LCIA), UK – Member (Listed on the database of international arbitrators)
- American Bar Association– International Member (serving on a number of its subcommittees/ sections including the Section of International Law, the Arbitration & Mediation Committee, the International Trade Committee and the Business Law Section)
- Ghana Bar Association-Member
- New York State Bar Association – International Member
- International Bar Association – Member (with membership on its Arbitration & Mediation sub-committee)
- International Council for Commercial Arbitration – Member
- American Society of International Law (ASIL)- Member
- University of Warwick Alumni – Member
- Harvard Law School Alumni - Member
- Institute of Energy Law, Texas, USA- Advisory Board Member

### **Social Media**

Member of a number of on-line professional discussion groups on LinkedIn

### **Accolades**

- Recipient of Finance Monthly Magazine Global Award 2016 for Alternative Dispute Resolution Lawyer of the Year Ghana
- Featured in Lawyer Monthly Magazine 'My Legal Life' column reserved for world's leading lawyers (May 2016 edition)

### **Hobbies**

Reading, Travelling and Interacting with people of different cultures.

### **Strengths**

Analytical and Communication Skills Ability to lead and work in a team Excellent writing skills  
Languages: Fluent in English and French Computer Literate

### **Referees**

- Mrs. Angelina Domakyaareh  
(Appeals Court Judge, Ghana)  
Email: [angelina.domakyaareh@gmail.com](mailto:angelina.domakyaareh@gmail.com) Tel.: +233 244 328773
- Mr. Charles Darku, Former General Manager, Tullow Oil Ghana Ltd. PMB CT 386 Cantonments  
Accra, Ghana  
Email: [cadarku@yahoo.com](mailto:cadarku@yahoo.com) Tel.: +233 540102060
- Mrs. Betty Mould-Iddrisu  
(Former Attorney-General & Minister of Justice, Ghana) Email: [bettymould@hotmail.com](mailto:bettymould@hotmail.com)  
Tel.: +233 246 996132