

# Hybrid Hearings



# Variations on the Theme

- 1. Arbitrator and one party in-person/other party remote
- 2. Both parties in-person/Arbitrator remote
- 3. Arbitrator and both parties in-person/witnesses remote
- 4. Arbitrator and one party remote/other party in-person

## Protocols for In-Person Participants

- Large room for physical distancing-6 foot minimum
- No more than\*\*participants (fluctuates w/public health guidance)
- Sanitizer
- Exhibits
- Masks
- COVID-19 Participants' documents

## Instructions for Remote Participants

- Complete list of participants with contact info: text/phone/email
- Computer with video camera/webcam, microphone, speakers (or headphones)
- Stable private internet access
- A private room where a participant can attend the proceeding
- Instructions for joining the hearing
- Instructions for submitting exhibits

## Instructions for Witnesses testifying remotely

[After the oath is administered]

- Is anyone in the room with you?
- Do you have any recording devices running?
- Do you have any communication program open on your device?  
Messenger, WeChat, Signal, WhatsApp, any email...?
- Do you have any documents related to this case with you, notes, exhibits?
- Pause a second before answering...
- Please keep your voice up...
- If you leave the meeting before your testimony is complete, please sign back in

## Procedural Considerations

- Distribution of Protocols and Instructions
- Meeting room for in-person participants with remote capabilities (private facility/union hall/employer conference room)
- Technical arrangements: Camera/screen/microphone for in-person and remote participants (how will they see the others?)
- Collection of COVID-19 documents from in-person participants
- What will you do if Protocols are being violated?
- Who will manage the technical aspects of the hybrid?



## Technical Considerations

- Audio feedback from multiple laptops being opened in the same room
- Parties' lack of knowledge as to operation of their facility's equipment
- Visibility of participants in a large conference room