



Bangladesh University of Business and Technology (BUBT)

(Outcome-Based Curriculum)

Faculty of Law

LLB (Hons) Program

Course Outline

Part A

1. **Course Code** : GED 99993201
2. **Course Title** : Introduction to ADR and Aid
3. **Course Type:** : Compulsory
4. **Year/Semester** : 3rd Year, Semester-2
5. **Academic Session** : Fall 2025

6. Course Teacher's Information

- **Name and Code** : Khaledur Rahman (KRA)
- **Designation** : Assistant Professor
- **Department** : Department of Law & Justice
- **Contact Details** : Cell Phone: 01518491971, Email: khaled.r@bubt.edu.bd
- **Room Number** : Building 01, Room No. 512

7. **Pre requisite (If any)** : None

8. **Credit Value** : 4.00 Credit Hours

9. **Contact Hours** : Class Hours = 17 Weeks = [51 Classes x (1.25 Hours x 2 classes+ 50 minutes 1 class=200Minutes) = 56.67 Hours
Counseling Hours = 17 Weeks x 3 Hours per week = 51 Hours
**For optimum utilization of physical resources, the duration of our class weeks are 17 weeks.*

10. **Total Marks** : 100

11. Class Schedule and Counseling Hours

Intake	Section	Class Schedule			Counseling Hours		
		Day	Time	Room No.	Day	Time	Room No.
49	1	Sunday	1:30am - 2:45pm	B1-508	Sunday	12.00pm-01.00pm 09:30am -10:30am	B1-512
		Monday	2:45pm - 4.00pm	B1-508	Monday	10:30am -11:30am 01.30pm-2.30pm	B1-512

		Wednesday	9.15am - 10:30pm	B1-510	Wednesday	08.15am-9.15am 10:30am -11:30am	B1-512
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12. Rationale of the Course:

The course focuses on a detailed assessment of the theory and practice of ADR methods to develop an understanding of the operation and implications of various ADR theories and practices and to assess their value. It considers the stipulation of the development and incorporation of ADR options in dispute resolution, in civil, administrative, family and criminal contexts. Additionally, the course explores the application of ADR processes in the international environment, including International Commercial Arbitration, and other forms of international dispute resolution in non-commercial contexts, including those raising human rights and natural resource issues. The course aims to develop ability to critically assess the legal, social and other issues associated with ADR and Legal Aid and to understand the implications of the operation of those theories in legal framework.

13. Course Objectives:

The objectives of this course are as follows:

- To enable the under graduate students to remember and understand the fundamentals of ADR;
- To make able the under graduate students to understand and apply the rules regarding ADR;
- To enable under graduates to apply and analyze ADR in Bangladesh;
- To analyze and evaluate the provision of ADR;
- To enable under graduates to understand and analyze legal aid.

14. Course Learning Outcomes (CLOs) and Mapping of CLOs with Program Learning Outcomes (PLOs):

Course Learning Outcomes (CLOs):

The expected learning outcomes of this course are as follows:

1. To explain thorough familiarity with the variety of range of dispute resolution mechanisms that are “alternative” to traditional methods on both a practical and a theoretical point.
2. To develop the procedures, techniques, and features required to connect in different forms of alternative dispute resolution.
3. To identify explicit issues and concerns within ADR.
4. To appraise the possible significance of alternative dispute resolution within the Bangladeshi justice system.
5. To identify explicit issues and concerns within Legal Aid.

Program Learning Outcomes (PLOs):

PLO1	Apply the knowledge of evaluation, fundamentals and legal specialization to solve the legal problems;
PLO2	Identify, formulate, research the literature and analyse legal problems and reach substantiated conclusions using provisions of law.
PLO3	Conduct investigations of various legal problems, considering provisions of law, analysis and interpretation of case laws to provide lawful conclusions.

PLO4	Apply reasoning informed by relative knowledge to assess societal, health, safety, legal and cultural issues and the consequent responsibilities relevant to professional manners and etiquette.
PLO5	Apply ethical principles and commit to professional ethics, responsibilities and the norms of the lawyers professional manners and etiquette.
PLO6	Function effectively in the individual law chamber and as a member or leader of particular law chamber or legal work base office/teams as well as in multidisciplinary settings.
PLO7	Communicate effectively about legal issues with the general people and with society at large. Be able to comprehend and write effective opinion, prepare legal documentation, make effective presentations before the court and clients and give and receive clear instructions.
PLO8	Recognize and need for and have the preparation and ability to engage in independent, life-long learning in the broadest context of legal changes.

Mapping of CLOs with Program Learning Outcomes (PLOs):

Course Learning Outcome (CLOs)	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7	PLO8
CLO1: To explain thorough familiarity with the variety of range of dispute resolution mechanisms that are “alternative” to traditional methods on both a practical and a theoretical point.	√			√	√	√	√	√
CLO2: To develop the procedures, techniques, and features required to connect in different forms of alternative dispute resolution.	√	√		√	√	√		√
CLO3: To identify explicit issues and concerns within ADR	√	√		√	√	√	√	√
CLO4: To appraise the possible significance of alternative dispute resolution within the Bangladeshi justice system.	√			√	√	√	√	√
CLO5: To identify explicit issues and concerns within Legal Aid.	√		√		√	√	√	√

Part B

15. Course plan specifying contents, CLOs, teaching-learning and assessment strategy with corresponding CLOs:

Week	Lecture	Topics	Book(s) & Other Reference(s)	Teaching-Learning Strategy	Assessment Strategy	Corresponding CLO (s)
1	1	Introductory discussion: Basic concept of alternative dispute resolution, Definition of Access to Justice.	<i>Alternative Dispute Resolution & Legal Aid</i> Khaledur Rahman	Lecture		CLO1, CLO2
	2	Nature and application of ADR in the administration of justice in Bangladesh,	<i>Access to Justice and ADR in Bangladesh</i> Dr. Jamila A Chowdhury	Lecture		
2	3	Relationship between ADR and Access to Justice.		Lecture		
	4	Classification of ADR: Define various classes of ADR.		Lecture		
3	5	Basic mode of ADR, Features of Negotiation, Mediation, Conciliation and Arbitration.	<i>Alternative Dispute Resolution & Legal Aid</i> Khaledur Rahman	Lecture, Interactive Discussion	Class Test 01	CLO2
	6	Hybrid Modes of ADR	<i>A Practical Approach to Alternative Dispute Resolution</i> Susan Blake, Julie Browne & Stuart Sime.	Lecture, Interactive Discussion		
4	7	Comparative analysis among all the classes of ADR	<i>Concept and Laws on Alternative Dispute Resolution & Legal Aid</i> Dr. Akhteruzzaman	Lecture		CLO2
	8	Comparison with the formal adjudication system		Lecture		CLO2

5	9	Components of successful ADR.	<i>A Practical Approach to Alternative Dispute Resolution</i> Susan Blake, Julie Browne & Stuart Sime. <i>Alternative Dispute Resolution: A Developing World Perspective</i> Albert Fiadjoe	Lecture, Group Study		CLO2
	10	Necessity of ADR: Justify the merits and demerits of ADR.	<i>Concept and Laws on Alternative Dispute Resolution & Legal Aid</i> Dr. Akhteruzzaman,	Lecture		CLO2
6	11	ADR in Rural Disputes: ADR mechanism observed under the Village Courts Act, 2006.	Dr. Akhteruzzaman,	Lecture		CLO3
	12	Access to justice and role of Village Court		Lecture		CLO3
7	13	The Dispute Settlement (Municipal Area) Board Act, 2004	<i>Concept and Laws on Alternative Dispute Resolution & Legal Aid</i> Dr. Akhteruzzaman,	Lecture, Interactive Discussion		CLO3
	14	Rural justice system and role of NGOs	Dr. Akhteruzzaman,	Lecture		CL01, CLO2, CLO3
Midterm Examination						
8	15	ADR in Civil and Criminal matters: Forms of ADR observed in civil matters , Provisions regarding ADR discussed in CPC.	<i>Concept and Laws on Alternative Dispute Resolution & Legal Aid</i> Dr. Akhteruzzaman,	Lecture		CLO3
	16	Forms of ADR observed in civil matters , Provisions regarding ADR discussed in CPC.	Dr. Akhteruzzaman,	Lecture Group Study		CLO3

9	17	ADR in Family Matters: ADR mechanism observed under the Muslim Family law Ordinance, 1961	<i>Alternative Dispute Resolution & Legal Aid</i> Khaledur Rahman <i>Access to Justice and ADR in Bangladesh</i> Dr. Jamila A Chowdhury	Lecture	Assignment & Presentation	CLO3
	18	ADR mechanism observed under the Family Courts Act, 2023 and role of NGOs in this regard.	<i>Alternative Dispute Resolution & Legal Aid</i> Khaledur Rahman <i>Access to Justice and ADR in Bangladesh</i> Dr. Jamila A Chowdhury	Lecture		CLO3
10	19	ADR in Business Matters: ADR mechanism observed under the Arbitration Act, 2001,	<i>Concept and Laws on Alternative Dispute Resolution & Legal Aid</i> Dr. Akhteruzzaman,	Lecture Group Study		CLO3
	20	ADR mechanism observed under the Arbitration Act, 2001		Lecture, Group Study		CLO4
11	21	ADR mechanism observed under the Arbitration Act, 2001		Lecture		CLO4
	22	ADR mechanism observed under the Money Loan Court Act, 2003		Lecture, Group Study		CLO4
12	23	ADR mechanism observed under Income Tax Ordinance, 2023, the Value Added Tax Act, 1991	<i>Concept and Laws on Alternative Dispute Resolution & Legal Aid</i> Dr. Akhteruzzaman,	Lecture		CLO4
	24	ADR in Civil and Criminal matters: Basic concept of ADR in CrPC, List of offences considered compoundable offences, Provisions to be observed while compounding criminal cases.	Dr. Akhteruzzaman,	Lecture		CLO4,

13	25	Basic concept of ADR in CrPC, List of offences considered compoundable offences, Provisions to be observed while compounding criminal cases.		Lecture		CLO5
	26	Introduction to Legal Aid: Concept of legal aid and access to justice.		Lecture		CLO5
14	27	Classification of legal aid, legal aid as fundamental human rights	<i>Concept and Laws on Alternative Dispute Resolution & Legal Aid</i> Dr. Akhteruzzaman,	Lecture	Class Test 02	CLO5
	28	Natural justice and legal aid, Emergence of Legal Aid by state and non-state actors,		Lecture		CLO5
	29	Role of NGOs legal aid.		Lecture, Interactive Discussion		CLO5
15	30	Legal Aid in Civil and Criminal matters: Legal aid provided under the Code of Civil Procedure, 1908.	<i>Alternative Dispute Resolution & Legal Aid</i> Khaledur Rahman	Lecture		CLO5
16	31	The Legal Aid Services Act, 2000, Rules and Regulations of 2015 relating to Legal Aid,		Lecture, Interactive Discussion		CLO5
	32	Pre-case mediation and post case mediation by District Legal Aid Officer etc.		Lecture, Interactive Discussion		CLO5
17	33	Revision		Lecture, Interactive Discussion		CLO1-5
	34	Revision		Interactive Discussion		
Final Examination						

Part C

16. Assessment and Evaluation:

a) Assessment Strategy:

- i. Students will have **two class tests (CTs)** during the semester in this course. The date and time of each Class Test will be announced before the tests. All CTs will be closed book.
- ii. The marks of the **two class tests** will be counted and averaged.
- iii. There will be **one assignment** with **presentation**.
- iv. No late submission of any assignment will be accepted.
- v. If students cannot submit their assignments within due time for any valid reason(s), their assignment will be accepted as late submission but the marks of assignment will be deducted.
- vi. Failure to submit assignments will carry Zero Mark(s).
- vii. Evaluated copies of assignments will be shown to the students during the class time.
- viii. Zero tolerance will be shown in case of copy/manipulation in assignment. Two or more copied assignments will carry zero mark.
- ix. Remaining absent in any presentation will carry zero mark in that presentation and there will be no make-up presentation.
- x. There will be one **Midterm Examination** and the **Final Examination** according to the rule of BUBT.
- xi. All the examined scripts of Class Tests and Midterm Examination will be shown to the students during the class time.

b) Marks Distribution:

Marks distribution of each course at BUBT is made on 100 marks and the distribution of weightage is given below:

<i>Particulars</i>	<i>Marks</i>
Class Attendance	05
Class Test	15
Assignment and Presentation	10
Midterm Examination	30
Final Examination	40
<i>Total</i>	<i>100</i>

c) Marks distribution for class attendance

A student must attend at least 70% classes in all the courses. 5% marks in each course is allocated for attendance and this score will vary from 1 to 5 according to his/her percentage of presence as shown below:

<i>Percentage of Attendance</i>	<i>Marks</i>
91% to 100%	5
86% to 90%	4
81% to 86%	3
76% to 80%	2
70% to 75%	1

Grading

grading

Policy:

The policy of BUBT will be followed to grade the students:

<i>Marks (%)</i>	<i>Letter Grade</i>	<i>Grade Point</i>
80 -100	A+	4.00
75 to less than 80	A	3.75
70 to less than 75	A-	3.50
65 to less than 70	B+	3.25
60 to less than 65	B	3.00
55 to less than 60	B-	2.75
50 to less than 55	C+	2.50
45 to less than 50	C	2.25
40 to less than 45	D	2.00
Less than 40	F	0.00

d) Make-up Procedure:

- i. If any student remains absent in CT(s) because of valid reason(s), he/she must report it to the course teacher immediately. The course teacher may consider the reason(s) of remaining absent in CT(s) and may give a make-up schedule for that CT(s). No further make-up schedule of CT(s) will be given if a student fails to comply with the earlier make-up schedule.
- ii. If any student fails to attend the Mid-term Examination or and Final Examination for valid reason(s), he/she may apply for supplementary examination(s) **according to the rules of BUBT** and the supplementary examination(s) will be conducted by the Controller of Examination according to the examination rules of BUBT.
- iii. If any student remains absent in any class(es) due to valid reason(s), he/she needs to submit a 'Written Application' to the course teacher supported by proper document(s). After verifying the submitted documents, the class teacher may grant him/her a 'Leave of Absence' and may consider the attendance for those class(es).

Part D

17. Learning Materials

Khaledur Rahman, *Alternative Dispute Resolution & Legal Aid (Principle & Practice)*, 3rd edition, Law Palace, Dhaka, 2025.

Dr. Akhteruzzaman, *Concept and Laws on Alternative Dispute Resolution & Legal Aid*, 2nd edition, Dhaka, 2018.
Susan Blake, Julie Browne & Stuart Sime, *A Practical Approach to Alternative Dispute Resolution* (Oxford University Press, 4th ed., Oxford, 2016)
Albert Fiadjoe, *Alternative Dispute Resolution: A Developing World Perspective* (Cavendish Publishing Limited, 1st ed., London, 2004)

Reference Books & Materials:

Dr. Jamila A Chowdhury, *Access to Justice and ADR in Bangladesh*, 2nd edition, Dhaka, 2017.
Avtar Singh, *Law of Arbitration & Conciliation and Alternative Dispute Resolution Systems*, 11th Edition, EBC Explorer
The Supreme Court Report
The Supreme Court Report.
Bangladesh Legal Aid and Services Trust (BLAST) Annual Report.

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