

RIDHAM DUA

New Delhi, India | +91 9650855501 |
ridhamdua@outlook.com

PROFESSIONAL EXPERIENCE

R & P Legal, New Delhi

Senior Associate (March 2020 – Present)

SPN Legal LLP, New Delhi

Advocate (September 2018 – March 2020)

Chiramel & Co. , Advocates & Solicitors, New Delhi

Advocate (August 2016 – 2018)

ARBITRATION

- Coordinated Arbitration matters for National Highways Authority of India (NHAI) pertaining to claims relating to land acquisition, extension of time and delay in completion of project.
- Drafted statement of claims/defense, appeals, applications for arbitration proceedings and legal contentions pertaining to Arbitration & Conciliation Act.
- Conducted research on various Statutory Laws like the Indian Arbitration and Conciliation Act; case law research on International Arbitration and online Mediation processes, Insolvency Laws in India etc.

INSOLVENCY & BANKRUPTCY CODE

- Drafted appeals, applications for proceedings before the NCLT/NCLAT and researched on legal contentions pertaining to Insolvency and Bankruptcy Code, 2016 (“**IBC**”).
- Assisted Resolution Professional(s) with the compliances under IBC and facilitated compliances for companies, LLPs under Corporate Insolvency Resolution Professional (“**CIRP**”).

BANKING & INSURANCE

- Supervised matters relating to banking, insurance and allied laws.
- Appeared and argued matters before various court proceedings in District Courts, High Court, and Tribunals.
- Drafted written statements, affidavits, legal notices and various miscellaneous applications.
- Drafted notices and replies to legal enquiries from government departments.

CORPORATE

- Contract Drafting: Actively involved in drafting, reviewing, negotiating and vetting of Non-Disclosure Agreements, Agency Agreements, Distributorship Agreements, Consultancy Agreement, Lease Agreement, Vendor Agreements, Joint Venture Agreements, Business Transfer Agreement, Employment Agreement, Shareholders Agreement and other commercial contracts with parties around the world.
- Policy Drafting: Drafted policies in compliance with statutory laws of India such as Prevention of Sexual Harassment Policy, Internal Complaints Committee Handbook, IT Policies, Attendance Policy, Equal Opportunity Policy, Leave Policy etc.
- Contract Management and Advisory Services: Managed contracts for companies, start-ups and LLPs in compliance with legal requirements, including business and legal advisory on market-entry for firms including compliances under various acts such FEMA, Shops & Establishment Act, Employee Provident Funds Act, Gratuity Act, lay-offs ,retrenchment of workmen etc.
- Legal Compliance: Facilitated IT/ITeS companies with registration under Software Technology Park of India (STPI) and Non-STPI units, meeting statutory compliances under

the STPI Scheme of Ministry of Electronics and Information Technology and led preparation and submission of monthly, quarterly, annual reports pertaining to software exports.

- **Due Diligence Review:** Conducted Due Diligence for various companies undergoing merger and acquisition under various laws of India.

LEGAL TRAINING

- Provided training to employees of various companies under The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

EDUCATION

FACULTY OF LAW, UNIVERSITY OF DELHI

New Delhi, India

Bachelors of Law, (Top 10% of my class)

2012-2015

Leadership Positions: Team Leader for the outreach Program of the Legal Aid Society, Law Centre.

HANS RAJ COLLEGE, UNIVERSITY OF DELHI

BA in English (Hons)

2009-2012

Leadership Positions: Lead a team of 12 to organize college's Annual Literary Fest, witnessing a 12k+ footfall from across India.

CERTIFIED COURSES

Intellectual Property Rights – Undertook General Course on Intellectual Property, participating in discussion forums with peers and global faculty from *World Intellectual Property Organization*.

Corporate and Business Law – Studied nuances of corporate law and learnt how companies are managed, administered and regulated.

Master Public Policy Analysis – Learnt principles and practices of policy analysis using real world examples.

ACTIVITIES & INTERESTS

Memberships: Young Mumbai Centre for Arbitration; Young Singapore International Arbitration Centre (4 CPD points); Young International Council for Commercial Arbitration (4 CPD points).

Volunteer Work: Taught English to 50 kids residing in slum areas of Central Delhi by volunteering with 'Shades of Happiness', enriching less fortunate children and their families through education.

Pro-Bono: Represented 4 underprivileged families in pro bono criminal cases before the Trial Courts of Delhi and provided professional assistance to the families in dealing with the witnesses. Designated as Legal Commissioner by the Hon'ble Judge of Saket District Court for conducting a search and sealing counterfeited goods in Faridabad, India.