

Michele S. Riley
12 East 86th Street, #309
New York, NY 10028 USA
Telephone: (212) 288-2931
E-mail: RileyADR@yahoo.com, or
msr2133@columbia.edu

SUMMARY OF EXPERIENCE

Michele S. Riley has over 35 years of international legal experience from working with international law firms in New York and Tokyo, Japan, specializing in commercial transactions and alternative dispute resolution (ADR) processes, both in private practice and as general counsel of a U.S.-based subsidiary of a Japanese multinational. Her areas of expertise cover ADR (arbitration, mediation and negotiation), commercial transactions, finance, cross-border transactions, including joint ventures and mergers & acquisitions, distribution/franchising, consulting arrangements, technology transfer and licensing, procurement, corporate governance and conflict management systems in the workplace.

Ms. Riley is a Fellow of the Chartered Institute of Arbitrators (CIArb) and serves as an ADR Neutral for the International Institute for Conflict Prevention and Resolution (CPR), the American Arbitration Association (AAA), the Financial Industry Regulatory Authority (FINRA), and several court-annexed mediation programs in New York, including the United States Court of Appeals for the Second Circuit. Complementing her ADR practice, Ms. Riley teaches mediation and negotiation at Columbia University's International Center for Cooperation and Conflict Resolution and in its Master's Degree Program in Negotiation and Conflict Resolution.

Ms. Riley is currently active in promoting the use of ADR in her position as a member of the CIArb Examinations Board and co-director of the CIArb Accelerated Route to Fellowship program offered by the New York Branch.

As a volunteer for the International Legal Institute — African Center for Legal Excellence, Ms. Riley has provided training in international commercial arbitration to state counsel from the Attorney General's Chambers, Botswana annually in 2015-17 and 2019, and administrators at the Nairobi Centre for International Arbitration, Kenya in 2018. Under the auspices of the International Senior Lawyers Project, she also assisted an NGO, in partnership with the University of Lagos, in developing a Master's degree program in negotiation and conflict resolution at a newly-established College of Negotiation in 2014.

EDUCATION

2003 Professional Certificate in Dispute Resolution, New York University,
Center for Finance, Law, and Taxation
1979 J.D., Georgetown University Law Center
1976 M.A., East Asian Studies, Yale University
1975 B.A., Asian Studies, Douglass College, Rutgers University

PROFESSIONAL MEMBERSHIPS/HONORS

Fellow, Chartered Institute of Arbitrators (FCIArb), London, England. Currently,

- member of the Examinations Board
- regional pathway leader for the New York Branch
- co-director of the Accelerated Route to Fellowship program, New York Branch

American Bar Association, member of Section on International Law and Dispute Resolution
Section

New York State Bar Association, member of International and Dispute Resolution Sections

CURRENT PROFESSIONAL POSITIONS

2001-present **Independent Arbitrator and Mediator**, New York, NY. Mediates and arbitrates a wide variety of disputes in the areas of commercial transactions, finance, cross-border transactions, including joint ventures and mergers & acquisitions, distribution/franchising, consulting arrangements, technology transfer and licensing, procurement, corporate governance, and workplace issues.

ADR Neutral, American Arbitration Association (AAA), National Roster of Neutrals, New York, NY. Since 2009, serves as an ADR Neutral (arbitrator and mediator) on its National Roster of Neutrals.

ADR Neutral, International Institute for Conflict Prevention and Resolution (CPR), New York, NY. Since 2011, serves as an ADR Neutral (arbitrator and mediator) on several Panels of Distinguished Neutrals including the International Panel, and the Banking, Accounting and Financial Services Panel.

ADR Neutral, Financial Industry Regulatory Authority (FINRA), New York, NY. Since 2003, arbitrates and mediates commercial, securities and employment disputes.

Mediator, Court-Annexed Mediation Programs, New York, NY. Since 2003, arbitrates and/or mediates litigated cases filed in the Federal courts (United States District Courts for the Southern and Eastern Districts of New York) and State court (New York State Supreme Court, Commercial Division).

Mediator, Pro Bono Appellate Mediator Panel, New York. Since 2019, mediates cases on appeal to the United States Court of Appeals for the Second Circuit.

2006-present

Adjunct Faculty, International Center for Cooperation and Conflict Resolution, Columbia University, New York, NY. Teaches *Basic Practicum in Adaptive Negotiation and Conflict Resolution*, and *Standard & Adaptive Mediation Skills*.

2010-present

Adjunct Faculty, Master's Degree Program in Negotiation and Conflict Resolution, Columbia University, New York, NY. Teaches *Introduction to Mediation*.

PREVIOUS PROFESSIONAL POSITIONS

1998-2000

Of Counsel, O'Sullivan Graev & Karabell, LLP (acquired by O'Melveny & Myers LLP), New York, NY. Represented venture capital firms in their investments in industrial companies, technology firms and services businesses and, subsequent to such investments, advised such portfolio companies on operational issues, such as conflict resolution programs for managers, and other corporate compliance matters, including anti-corruption measures.

- 1992-97 **General Counsel, Toyota Motor Corporate Services of North America, Inc.**, New York, NY. Advised senior management on the legal aspects of doing business in the U.S. Responsibilities included negotiating many different types of commercial transactions such as joint ventures, technology licensing and technology transfer agreements, and distribution and dealership/franchise agreements, ensuring intellectual property protection, counseling Human Resources and management on employee matters including termination and recruiting practices, and complying with export control regulations, anti-corruption measures, U.S. customs, and lobbying laws.
- 1984-91 **Associate, Reboul, MacMurray, Hewitt, Maynard & Kristol** (acquired by Ropes & Gray LLP), New York, NY. Represented U.S., European and Asian clients in corporate transactional practice. Negotiated and prepared agreements relating to mergers and acquisitions and other investments such as joint ventures, limited partnership participations and venture capital transactions. Also negotiated and prepared agreements relating to distributorship, franchise, technology transfer and licensing agreements.
- 1981-84 **Foreign Associate, Nagashima & Kojima, and Sato & Tsuda**, Tokyo, Japan. Advised institutional clients on a wide variety of cross-border transactions. Such transactions included representing U.S., European and Japanese clients in manufacturing and marketing joint ventures and distribution arrangements, project finance construction in Bohai Bay, China, and syndicated loans among financial institutions in Asia, Europe and the U.S. Counseled and represented Japanese clients with interests in the U.S., Europe and Asia, and U.S. and European clients with operations in Japan for transnational corporate practice. Such transactions included providing advice to consortia of industrial companies in their participation in project finance construction in Asia; and negotiating and preparing agreements relating to manufacturing/marketing joint ventures and syndicated loans among financial institutions in Japan, Europe and Asia.
- 1979-81 **Associate, Layton & Sherman** (acquired by Jones Day), New York, NY. Conducted legal research and prepared memoranda on various issues in international arbitrations conducted under the auspices of the International Chamber of Commerce (ICC).

SELECTED SPEAKING ENGAGEMENTS

- 2020 **International Association of Defense Counsel (IADC) and CPR,** Joint Webinar. Co-presented on *Resolving Legal Disputes in the Era of COVID-19*.
- 2019 **NYS Bar Association International Section 2019 Global Conference,** Tokyo, Japan. Participated in panel on *Drafting Distribution Contracts Around the World: A Practical Guide*.
- 2019 **Chartered Institute of Arbitrators, New York Branch,** New York, NY. Co-moderated panel on *Show Me the Money: A Discussion of Damages and Pre-Judgment Interest*.
- 2018 **ABA Section of International Law Challenging the Perception of Risk in Africa,** Cape Town, South Africa. Moderated panel on *Doing Business: Recent Developments in Managing Disputes Through ADR/Arbitration*.
- 2016 **ABA Section of International Law 2016 Fall Meeting,** Tokyo, Japan. Moderated panel on *Lessons Learned: Resolution of Mass Claims in Natural and Man-Made Disasters*.
- 2016 **ABA Dispute Resolution Section 2016 18th Annual Spring Conference,** New York, NY. Co-presented on *Developing Cultural Competence in Mediation*.
- 2014 **Asian Mediation Association 3rd Annual Conference,** Hong Kong. Presented on *Coaching in Caucus: Expanding the Role of the Mediator*.
- 2014 **AAA,** Webinar. Co-presented and led discussions on *Using Mediation Techniques in Commercial Arbitration*.
- 2011 **Singapore Mediation Centre, Singapore.** Led workshop on recent research findings on decision-making and their implications for mediators in cross-cultural mediations.
- 2011 **Asian Mediation Association 2nd Annual Conference,** Kuala Lumpur, Malaysia. Presented and moderated discussions on *Transforming the Landscape of Resolving Franchise Disputes by Mediation*.

- 2010 **NYC Bar Association**, New York, NY. Participated in a panel discussion on *Mediation: Closing the Deal!*
- 2009 **ABA Dispute Resolution Section 2009 11th Annual Spring Conference**, New York, NY, and **Asian Mediation Association 1st Annual Conference**, Singapore. Presented and moderated discussions on *Mediating Globally: the Impact of Culture on Mediation*.
- 2008 **Asia Pacific Mediation Forum Conference**, Kuala Lumpur, Malaysia. Presented and led discussions on *Ethical Considerations in Mediation*.

REFERENCES

Available on request.