



# 1<sup>st</sup> INTRA MEDIATION COMPETITION



**ON 5TH MARCH, 2022**

**ORGANISED BY THE ADRC, SLS NAGPUR**

**FOR ANY QUERIES PLEASE MAIL US AT**

[adr@slnagpur.edu.in](mailto:adr@slnagpur.edu.in)

**OR CONTACT THE STUDENT INCHARGE**

**Ms. Pratikshya P**

3rd Yr., B.A. LL.B

[pratikshya.student@slnagpur.edu.in](mailto:pratikshya.student@slnagpur.edu.in)

&

**Ms. Mahak Agrawal**

3rd Yr., B.B.A LL.B

[mahak.student@slnagpur.edu.in](mailto:mahak.student@slnagpur.edu.in)

**Dr. Shilpa Sharma**

Assistant professor & Faculty Incharge of ADRC  
Symbiosis Law School, Nagpur



# 1<sup>ST</sup> INTRA MEDIATION COMPETITION FAQ BOOKLET



ORGANISED BY THE ADRC, SLS NAGPUR

# Frequently Asked Questions

## (FAQ)

**NOTE: This Frequently Asked Questions (FAQ) compilation is only indicative & illustrative of the fundamental aspects involved in the 1<sup>st</sup> Intra Mediation Competition and is being provided for a quick referral of the students. For a comprehensive understanding, we encourage all students to be thorough with the rulebook.**

1) What is Alternative Dispute Resolution?

Ans-Alternative Dispute Resolution (ADR) is the procedure for settling disputes without litigation, such as arbitration, mediation, or negotiation. ADR procedures are usually less costly and more expeditious. They are increasingly being utilized in disputes that would otherwise result in litigation, including high-profile labour disputes, divorce actions, and personal injury claims.

2) What is Mediation?

Ans- Mediation is a procedure wherein two disputing parties endeavour to amicably resolve their disputes and difference with the assistance of a neutral third party *viz.*, the mediator.

3) What is the objective of a Mediation Competition?

Ans- The objective of the mediation competition is to endeavour, inculcate and foster the skills and proficiency in relation to the field of Alternative Dispute Resolution and all the allied mechanisms of the students, and give them a simulation of real-life practice.

4) What is the Intra Mediation Competition?

Ans- It is an annual intra mediation competition organized by the ADR Cell. It aims to provide the participants an opportunity to mediate a real life scenario and understand the process of mediation. The Intra Mediation Competition is also the doorway for the participants to represent the college in External ADR competitions, with the prior permission of the Head of the institution.

5) What is the process involved in the mediation competition?

Ans-The process of mediation competition involves two competing teams participating in each mediation session comprising of one assessor in each session who assesses the performance of the teams.

6) Who are Assessors?

Ans- The judges in a mediation session are called as Assessors.

7) What is the duration for each session?

Ans- Each session has a duration of 30 minutes.

8) Is there a time extension permitted for the rounds?

Ans No, there is no extension of time permitted for rounds under any circumstances.

9) What will be the team composition for the competition?

Ans-Each team should comprise of three members - one will be the mediator and the other two members will collectively form the mediating pair i.e., client and counsel respectively.

10) Is it mandatory to participate in Intra Mediation Competition to take part in External Mediation Competition?

Ans- Yes, in order to participate in nationals, it is mandatory to participate in the intra mediation competition.

11) Is private caucus mandatory for each session?

Ans- No, it's not mandatory however it is at the discretion of the mediator.

12) What is the time limit for a private caucus?

Ans –The time limit for the private caucus is five minutes which is included in the total time of thirty minutes.

13) Will there be marks deduction if either of the parties exceed the time limit?

Ans- Yes, if either of the parties exceed the time limit their will be a deduction of five marks.

14) What do you mean by General Information?

Ans- General Information refers to the mediation problem.

15) During a caucus, will the other party be asked to leave the mediation session?

Ans- Yes, during the caucus the other party will be asked to leave the mediation session however the mediating pair will be given one minute to re-join the session and will be informed about the same.

16) Do the teams need to submit two mediation strategies i.e., one on behalf of each party to the mediation?

Ans- Yes, the teams are required to submit two mediation strategies, one on behalf of each party.

17) What will be the page limit of each mediation strategy?

Ans- Each mediation strategy should not exceed a maximum of 2 pages.

18) What is Confidential Information in a mediation competition?

Ans- The Confidential Information refers to the hidden information for the exclusive use of the mediating pair only. The Confidential Information often addresses the underlying reasons behind the demands of the parties.

19) Will sharing the Confidential Information with other teams lead to an instant disqualification?

Ans- Yes, sharing of the confidential information with other teams will lead to an instant disqualification.

20) When will the Confidential Information be released?

Ans- The Confidential Information will be mailed to the mediating pairs 20 minutes prior to the commencement of their session.

21) Will there be a separate merit list for the mediator and the mediating pair?

Ans- Yes, there will be a separate merit list for the mediator and the mediating pair. The mediators will be marked separately from the mediating pairs.

22) Who is the Organising Committee?

Ans- The Organising Committee comprises the faculty in charge and the members of the ADRC. Furthermore, assisted by student volunteers.

23) Who can be the volunteers?

Ans- All the students who have registered themselves through the forms can work as a volunteer.

24) Is there any fee required to participate in the competition?

Ans- No, there is no fees required to participate in the competition.

25) Who all can participate in the 1st Intra mediation competition?

Ans- All the batches of Symbiosis Law School, Nagpur can participate in the Intra mediation competition.

26) How can one withdraw from the competition?

Ans- For a successful withdrawal, the teams are supposed to fill the respected Google Form which shall be sent in due course of time. The last date of withdrawal is 13th Feb 2022.



# 1<sup>st</sup> INTRA MEDIATION COMPETITION RULEBOOK



ORGANISED BY THE ADRC, SLS NAGPUR

| <b>PART I - INTRA MEDIATION COMPETITION</b>               |   |    |
|---|---|----|
| <b>CHAPTER I - GENERAL</b>                                |   |    |
| 1.  | Objectives and Purpose                        | 4  |
| 2.  | Hosting of Intra Mediation Competition        | 4  |
| 3.  | Eligibility and Disqualification              | 4  |
| <b>CHAPTER II – REGISTRATION &amp; REVOCATION</b>         |   |    |
| 4.  | Registration Procedure                        | 5  |
| 5.  | Revocation                                    | 6  |
| <b>CHAPTER III- INTRA MEDIATION COMPETITON</b>            |   |    |
| 6.  | Rules for the 1st Intra Mediation Competition | 7  |
| 7.  | Marking Criterion                             | 8  |
| 8.  | Written Submission                            | 8  |
| 9.  | Plagiarism                                    | 10 |
| 10.   | Match–up and Allotment of Sides               | 10 |
| 11.   | Release of Confidential Information           | 10 |
| <b>CHAPTER IV- RESULTS AND RANKINGS</b>                   |   |    |
| 12.   | Declaration of results                        | 11 |
| 13.   | Ranking system for the Mediation Competition  | 11 |
| <b>CHAPTER V - ALLOTMENT OF EXTERNAL COMPETITIONS AND</b> |   |    |
| 14.   | Allotment of External Competitions            | 12 |
| 15.   | Post Allotment Procedure                      | 13 |

|                                    |  |    |
|------------------------------------|--|----|
| 16.                                | Team evaluation and mocks                                    | 14 |
| 17.                                | Indemnity and Undertaking                                    | 14 |
| 18.                                | Feedback Forms   | 14 |
| <b>CHAPTER VI - PENALTIES</b>      |  |    |
| 19.                                | Code of Conduct and Penalty                                  | 15 |
| 20.                                | Code of Conduct while Participating in External Competitions | 15 |
| 21.                                | Procedure for penalty  | 16 |
| <b>CHAPTER VII - MISCELLANEOUS</b> |  |    |
| 22.                                | Grievance Redressal Committee                                | 17 |
| 23.                                | Enforceability and Revocation                                | 17 |
| 24.                                | Amendment  | 17 |
| 25.                                | Power to make rules  | 18 |
| 26.                                | Saving   | 18 |
| <b>PART II - ANNEXURES</b>         |  |    |
| 1.                                 | Annexure I (Marking Criteria for Mediator & Mediating Pair)  | 19 |
| 2.                                 | Annexure II (Marking Criteria for Mediation Strategy)        | 24 |



# **PART I - INTRA MEDIATION COMPETITION**

## **CHAPTER I - GENERAL**

### **1. OBJECTIVES AND PURPOSE:**

- 1) The Intra Mediation Competition endeavour, inculcate and foster the skills and proficiency in relation to the field of Alternative Dispute Resolution and all the allied mechanisms of the students, and give them a simulation of real-life practice. Further, the Competition aims to select the best candidates amongst the participants to represent Symbiosis Law School, Nagpur in External Alternative Dispute Resolution Competitions (hereinafter referred to as “External ADR Competitions”)<sup>1</sup>

### **2. HOSTING OF INTRA MEDIATION COMPETITION:**

- 1) Subject to the provisions of the rules and notwithstanding any other rule or direction or time being in force, the Alternative Dispute Resolution Cell (hereinafter referred to as “ADRC”) shall reserve the right to host and conduct the Intra Mediation Competition.
- 2) The Intra Mediation Competition shall be conducted by the ADRC under the tutelage and patronage of Symbiosis Law School, Nagpur, to provide participants an opportunity to represent the college in External ADR competitions, with the prior permission of the Head of the institution.
- 3) The 1st edition of the Intra Mediation Competition shall be conducted virtually on an online platform prescribed by ADRC

### **3. ELIGIBILITY AND DISQUALIFICATION:**

- 1) Subject to the rules, regulations or direction of the Head of the institution, the Intra Mediation Competition is open for all bona-fide students of SLS, Nagpur.
- 2) A student with a year down or any student with TNG in any academic year is not eligible to apply.

---

<sup>1</sup> External ADR Competition includes Mediation, Negotiation and Med-Arb/Arb-Med Competitions respectively, all or in combination of two or any one

## CHAPTER II- REGISTRATION AND REVOCATION

### 4. REGISTRATION PROCEDURE:

- 1) Notwithstanding anything contained in any rules or regulations for the time being in force governing, the following procedure shall be followed by the participants.
- 2) The Participants are required to register for the 1st Intra Mediation Competition as a team of 3 students – Mediator, Client and Counsel.

The Client and Counsel shall be collectively referred to as ‘Mediating Pair’.

The choice of the Mediator, Client and Counsel is required to be decided unanimously by the team before they submit the registration form to ADRC and;

- A. The duly filled registration forms are required to be submitted on or before the declared date. No discretion shall be exercised, of whatsoever nature, to accept late entries.
- B. Participation to the competition is deemed to be confirmed on submission of duly filled registration form, if not revoked within the prescribed timeline.
- C. Participants are free to form a team at their own will;
- D. A team once composed, has to continue until the next edition of the Intra Mediation Competition. It is advised that students form their teams cautiously as based upon the ranking of intra-college events, the same teams will be sent for national events; and
- E. Each Team shall register themselves through the registration form link. The last date of registration is 10 TH FEBRUARY 2022. Kindly note that one team is required to submit the google form only once on behalf of the complete team. Individual submissions are not required.
- F. On successful registration, ADRC shall declare Team Codes which shall be followed until the participating team (if shortlisted after the competition) is allotted with an External ADR Competition.

## **5. REVOCATION:**

- A. A team may revoke their participation in the 1<sup>st</sup> Intra Mediation Competition in the prescribed manner, within the timeline prescribed by ADRC.
- B. For a successful withdrawal, a member of the team is supposed to fill in their details and submit the google form which will be released by the ADRC specifically for the purpose of withdrawal from the 1<sup>st</sup> Intra Mediation Competition.
- C. It is to be noted that a team once withdrawn from the intra event will not be eligible to represent the institute for the National events.
- D. The last date for Revocation is 13<sup>Th</sup> FEBRUARY 2022.
- E. On lapse of the timeline given as specified under sub-section (D), a team cannot revoke its participation under any circumstances and shall be treated as a “defaulter”, for which action may be taken under Chapter VI of Part I.

## CHAPTER III – INTRA MEDIATION COMPETITION

### 6. RULES FOR INTRA MEDIATION COMPETITION:

#### A. GENERAL RULES & TEAM COMPOSITION -

1. There shall be two [2] teams competing against each other in a conference room before the Assessors.
2. A mediation session shall comprise of six [6] people which shall be inclusive of two [2] mediators and four [4] mediating parties, comprising two [2] Counsels and two [2] Clients respectively.
3. The mediator(s) shall lead towards a settlement between the two disputing parties.

#### B. TIME LIMIT -

1. Each session shall go on for a time period of thirty [30] minutes. If any team or member fails to join the session after passing a maximum of 5 minutes since the commencement of the prescribed time slot, they shall be immediately disqualified.
2. In the time frame mentioned above, it is at the discretion of the mediator(s) to adopt the common code of procedure of the mediation session, provided that no such procedure shall contravene the general rules of the competition at any cost.
3. Participants will be removed from the Conference Room on expiry of the session time of 30 minutes.

No extra time shall be granted in any case whatsoever.

Internet connectivity issues are not a ground for time extension. The participants shall ensure stable internet connectivity prior to the commencement of the session.

Further, there shall be negative marking for exceeding the time.

#### C. PRIVATE CAUCUS & CONFERENCE –

- A. A caucus is a private meeting between one Mediating Pair and the Mediators while a conference is a joint session between both the Mediating Pairs and the Mediators.
- B. During the session, it is NOT MANDATORY to call for a private caucus and it is

solely at the discretion of the Mediator(s) to call for one.

- C. The Mediating Pair does not have the authority to call for a private caucus.
- D. The Mediator(s) shall NOT call for more than one (1) private caucus during the course of the mediation session.
- E. A private caucus may be for a maximum of 5 minutes, which is included in the total time of 30 minutes provided for the session. The Mediator and the Mediating pair, both, will be responsible for managing and adhering to the aforementioned time limit, failure of which will result in deduction of marks.
- F. During a caucus, the other party will be asked to leave the mediation session and will be informed to re-join the session by the session supervisor. The Mediating Pair will be given 1 minute to re-join the session and failure to do so will result in deduction of marks. Failure to re-join within 5 minutes shall result in the immediate disqualification of the Mediating Pair.

**7. MARKING CRITERION:**

- 1) Participants shall be marked as per the marking criteria provided in ANNEXURE I. The negative marking shall be as per PART C of ANNEXURE I.

**8. WRITTEN SUBMISSION:**

- 1) There shall be a written submission of a Mediation Strategy on the date fixed by ADRC.
- 2) Teams not adhering to the written submission on the said date shall not be permitted to proceed with the Mediation session and shall be subjected to penalty under Chapter VI of Part I.
- 3) Each team participating in the mediation competition is required to submit Mediation Strategies by adhering to the terms and conditions, namely:
  - A. The teams shall submit two Mediation Strategies i.e., one on behalf of each party to the Mediation.
  - B. Each team is required to submit the Mediation Strategy in the prescribed format as given by ADRC that shall be released along with the Problem. The teams shall not make any changes to the format. They may increase or decrease the space given in the table for a particular section as per their need but they shall not add or omit any heading.
  - C. The team shall fill in the required details under the sub-heads given in the specified

format, the font being Times New Roman, font size being 12 and with a 1 (single) line spacing. In case of non-compliance of the format, such submission will be treated as a non-submission and the team shall be subjected to penalty under Chapter VI of Part I.

- D. The page limit of each Mediation Strategy shall be a maximum of 2 pages. This limit is to be strictly complied with and non-adherence would result in deduction of 5 marks per page exceeding the prescribed page limit.
  - E. The Team Code shall be mentioned only under the section where it has been specifically given in the prescribed format. The Team Code shall not be displayed on any other page in the written submission. Non-adherence of the same shall lead to immediate disqualification of the Team.
  - F. In case ADRC finds that a team hasn't complied with the format, such submission will be treated as a non-submission and the team shall be subjected to penalty under Chapter VI of Part I.
  - G. Each team shall take reasonable measures in maintaining confidentiality in relation to research and strategy, if found to be copied, wholly or in part, both teams shall be disqualified.
  - H. The submission will be via a Google Form and the Strategies shall be submitted in Word and PDF format. Each team may submit their strategies from the Student Email-Id of only one member of the team. The first submission shall be considered as the final submission. Subsequent submissions by members of the same team would not be accepted and would result in deduction of 5 marks per subsequent submission.
  - I. The file names of the strategies have to be named in the following manner: TC-Team Code and Name of the party.  
For example, if the team code allotted is TC-05 and the party's name is Halifax, the file should be named: TC-05 Halifax.
  - J. ADRC shall not take into account a defence of, even on credible evidence, including but not limited to technical glitches, internet issues, software malfunctions etc. as grounds for extension of time or delayed submission or concession of whatever kind.
- 4) In case a team does not submit their Mediation Strategies within the stipulated time, penalty deducting 10 marks each hour shall be made and non-submissions would be

debarred for that academic year from participating in any External ADR Competitions even on their own expenses and shall be subjected to penalty under Chapter VI of Part I. No submission will be accepted after 12 hours of the stipulated time and the same shall be treated as a non-submission.

- 5) The Mediation Strategies shall be marked as per the marking criteria provided in ANNEXURE II.

#### **9. PLAGIARISM:**

- 1) If any form of plagiarism is found with respect to the written submissions, punishment for the same shall include, and is not limited to, instant disqualification, barring the team members from participating in subsequent internal ADR competitions and thereby, barred from bidding for External ADR Competitions; at the discretion of the Faculty In-charge.

#### **10. MATCH-UP AND ALLOTMENT OF SIDES:**

- 1) Time slots, match-up and conference rooms shall be allotted to the participants preferably by the way of any mode ADRC may deem impartial and feasible, on a day prior to the 1st Intra Mediation Competition.
- 2) Match-Up shall only determine the groups of Mediating Pairs and Mediators and not the sides which the parties are to represent during the competition.
- 3) The sides shall be allotted on the day of the competition which shall be done by way any impartial process ADRC may deem feasible.

#### **11. RELEASE OF CONFIDENTIAL INFORMATION:**

- 1) The confidential information for each session will be emailed to the mediating pairs 20 minutes prior to the commencement of their session.
- 2) If it is found that any participant has attempted to share the confidential information with any other participating mediating pair or mediator, punishment for the same shall include, and is not limited to, instant disqualification, barring the team members from participating in subsequent internal ADR competitions and thereby, barred from bidding for External ADR Competitions; at the discretion of the Faculty In-charge.

## **CHAPTER IV – RESULTS AND RANKINGS**

### **12. DECLARATION OF RESULTS:**

1. ADRC shall declare the results of the Competition, within a reasonable period of time from the date of the Competition.
2. Certificate of merit shall be issued to all the rank holders and certificate of participation shall be issued to all the participants.

### **13. RANKING SYSTEM FOR THE MEDIATION COMPETITION:**

1. Further, for the declaration of the results, ADRC shall release the ranking of all teams, hereinafter referred to as 'Merit List'.
2. The Merit List shall be published in a two-fold manner; as prescribed herein as under:
  - A. Merit list shall display a separate rank list for the Mediator and the Client-Counsel pair also known as the Mediating Pair.
  - B. It shall display a separate rank list of the teams in each conference room hereinafter referred to as 'Conference Room Ranking.'
  - C. Conference Room ranking shall determine the position of the team in the conference room with respect to all the teams that had participated in that particular conference room.
  - D. On determination of the Conference Room ranking, all teams obtaining the same rank, in their respective conference rooms, shall have their overall rank determined by comparing their respective marks of the written submission. This overall rank shall hereinafter be referred to as 'Absolute Rank.'
  - E. In case of a tie in the marks of the written submission, the team with higher average marks in 'Criteria 6 - BATNA' of both Mediation Strategies will be awarded the upper rank.
  - F. The Absolute rank shall be the final rank of the Participants in the Mediation Competition.



**CHAPTER V - ALLOTMENT OF EXTERNAL COMPETITIONS AND POST  
ALLOTMENT PROCEDURE.**

**14. ALLOTMENT OF EXTERNAL COMPETITIONS:**

1. ADRC shall allot External ADR Competitions to teams purely on the basis of merit, further to the notification published through different media concerning those competitions.
2. Notwithstanding anything contained in any part of these rules or any discretion exercised by any authority under any other set of rules for the time being in force, allotment of an External ADR Competition shall not be claimed as a matter of right. It shall completely be the discretion of the ADRC.
3. Mediator, having separate rank, is enabled to bid only for mediation competition as a mediator and the mediating pair is enabled to bid for the mediation competition as Client-Counsel pair or for negotiation competition as the same.
4. Notwithstanding any provision of this rulebook, with regard to the Med- Arb Competitions (Mediation-Arbitration)/Arb-Med (Arbitration- Mediation), only the Mediator shall be eligible to bid for the Mediator who would in-turn be the Arbitrator as well, subject to the format of the Competition and discretion of the ADRC for the allotment of such competition which shall be duly communicated via the bidding list from time to time.
5. The allotment of these competitions shall be done by a bidding method or by any other method that ADRC finds fit.
6. The bidding process shall be as follows:
  - A. ADRC shall email the details regarding the External ADR competition by way of a bid list, to all the *bona fide* participants of the 1<sup>st</sup> Intra Mediation Competition. Teams interested in the competition may send in their bid in the prescribed format. However, some external competitions may be open to a certain set of ranks only.
  - B. In case of Mediation Competition, the mediator and the Mediating Pair (Client-Counsel pair) shall bid separately.
  - C. Once the bid list is sent, interested teams shall send their bid stating their Absolute Rank and the competition shall be allotted to the highest ranked team.

D. Such allotments shall be made only on the basis of rank and no other considerations shall be given to any team.

**15. POST ALLOTMENT PROCEDURE:**

1. Every participating team shall be bound by the prevailing TNG/CNG Policy of the Symbiosis International (Deemed University), Pune with prospective effect. No exemption, whatsoever, shall be granted to such students for either preparation or participation in the internal/external ADR competitions. The participation in External ADR Competitions shall be subject to the overall requirement of minimum 75% attendance. However, in exceptional circumstances, the Head of the Institution/Faculty In-Charge would reserve the right to waive the said requirement.
2. Every team allotted with an External ADR Competition is required to give confirmation and further complete the registration process in the manner prescribed. Confirmation furnished, in a prescribed manner, would be indicative of the fact that the team is aware and fully understands the SI(DU) Policy on attendance and will scrupulously follow the same.
3. The team members, on allotment, shall take due care to follow all timelines for registration, written submissions, etc., as specified by the institution hosting the particular ADR Competition, failure in which, no other/extra opportunity shall be given and shall further be subjected to penalties under Chapter VI of Part I. ADRC cannot be held responsible for the same in any manner possible.
4. All teams allotted with External ADR Competition shall communicate with hosting institutions, strictly through the official e-mail addresses of the Participants, always keeping ADRC in the loop. No personal e-mail addresses shall be used by teams to communicate with hosting institute. This is subject to any requirement of the host college to be communicated via an official college email id, upon which the teams are requested to intimate ADRC of such requirement.
5. Students shall work hard with integrity.
6. Whereas, prior to the external competition the team shall submit the written submission to the Appropriate Authority of ADRC.

**16. TEAM EVALUATION AND MOCKS:**

1. Subject to the provisions of Rule 14, team's allotted external competitions shall compulsorily adhere to the mock schedule prepared by ADRC with the due course of time.
2. Failure to adhere to the mock schedule shall lead to immediate disqualification of the team from representing in the external competition.
3. The team(s) shall be given feedback after the mock.

**17. INDEMNITY AND UNDERTAKING:**

1. A team allotted with an External ADR Competition shall furnish an undertaking in a prescribed manner to indemnify the college in case of damage to institute's property including books and stationery carried by them.

**18. FEEDBACK FORM:**

1. The team(s) shall be provided with feedback form(s), which shall be duly filled by the team(s) and submitted to ADRC within 2 days of their return from their respective External ADR Competition. The entire team needs to submit one single form only.
2. Non-adherence to the same shall result in penalties including, but not limited to, attendance not being granted for the working days missed by the team(s) while participating in the External ADR Competition and/or any other further penalties as under Chapter VI of Part I.

## **CHAPTER VI- PENALTIES.**

### **19. CODE OF CONDUCT AND PENALTY:**

1. The team(s) shall face disciplinary action and/or subsequent debarment from participating in external competitions in the field of ADR and/or debarment from participating in all the activities, events or programs hosted/organized by ADRC or of which ADRC is part of if:
  - A. Team(s) participating in the 1st Intra Mediation Competition fails to submit the mediation strategy before the prescribed deadline.
  - B. Team or any member of the team fails to join the conference room at the prescribed time.
  - C. Team or any member of the team fails to participate in the competition during their respective assigned time slot.
  - D. Team or any member fails to participate in the competition without giving their revocation letter as prescribed and subject to the rules.
  - E. Any attempt to contact framers of the problem and judges of the Competition without the permission from the ADRC.
  - F. Any misconduct with the judge in or out of the conference room, and thereby undermining their credibility.

### **20. CODE OF CONDUCT WHILE PARTICIPATING IN EXTERNAL COMPETITIONS:**

1. The team(s) shall face disciplinary action and/or subsequent debarment from participating in external competitions in the field of ADR and/or debarment from participating in all the activities, events or programs hosted/organized by ADRC or of which ADRC is part of if:
  - A. Any student of Symbiosis Law School, Nagpur registers for any External Competition in the field of ADR or any competition as recognized by ADRC, wholly or partly in their ambit, without participating in the bidding process for that particular competition or without the written approval from ADRC.
  - B. Any conduct during the external competition which undermines the credibility and reputation of Symbiosis Law School, Nagpur.

- C. Failure to adhere to the instructions given by ADRC in the matters of, but not limited to, registration, submissions, mocks or any other instruction or direction which ADRC may deem fit in the interest of quality of participation

**21. PROCEDURE FOR PENALTY:**

1. Upon observance of any misconduct, as mentioned above, ADRC may serve a Show Cause Notice [SCN] to the team or any such member(s), as the case may be.
2. The team served such notice shall be required to give an explanation to the appropriate authority. If the appropriate authority is not satisfied with the explanation, he/she may take any one or more of the following measures as corrective action:
  - A. Ban from representing the institute in any ADR related activity for a specified period, at the least one year.
  - B. Ban from representing the institute in any Inter-University Competition for a specified period.
3. Notwithstanding the provisions of sub-rule 2, ADRC, under its Suo- moto authority, may ban the respective student(s) from any of their events, programs, or activities for a period not extending 1 year from the date of such decision being rendered as final & binding.

## **CHAPTER VIII – MISCELLANEOUS**

### **22. GRIEVANCE REDRESSAL COMMITTEE:**

1. The grievance redressal committee shall be composed of the Head of the institution, Faculty In-charge of ADRC and the student in-charges of the event.
2. The committee is empowered to hear any grievances, submitted in writing, to the Head of the institution, Faculty In-Charge of ADRC and the members of ADRC.
3. The committee shall follow principles of natural justice while giving hearing to either party.
4. The committee shall give their observations in writing to remedy the grievance.
5. Decisions of the committee shall be final and binding.

### **23. ENFORCEABILITY AND REVOCATION:**

1. These present rules would come into effect on any date designated by the Head of the institution in consultation with Faculty In-charge of ADRC, with prospective effect.
2. These present rules may be revoked by the Head of the institution in concurrence with Faculty-In-charge of ADRC, with new rules in future.

### **24. AMENDMENT:**

1. Notwithstanding any other rules and regulation for the time being in force, these rules are amendable only at the discretion of the Faculty In-Charge and student in charges of the event.
2. Further to sub-rule (1), the Faculty In-Charge reserves the right to amend these Rules on his/her Suo-moto initiatives provided the same is for the benefit of the larger student community.
3. Provided no such power shall be exercised without the consultation of the appropriate authority.

**25. POWER TO MAKE RULES:**

1. Notwithstanding anything contained in these rules, ADRC shall have power to make rules regarding any unforeseen circumstances.

**26. SAVING:**

1. Nothing in Part I of these rules and procedures shall prejudice any right which any participant would have had before the enactment of these rules and procedures.
2. ADRC shall not be held accountable or responsible for any actions of the participants before, during or after the course of the competition(s) which attract penalties under the present rules and procedure.

## PART II- ANNEXURES

### ANNEXURE I

#### PART A: MARKING CRITERIA FOR THE MEDIATOR

Every Mediator will be evaluated and marked for a total of 100 marks.

| S.NO. | MARKING CRITERIA  | MARKS ALLOTTED |
|-------|---|----------------|
| 1.    | Opening Statement<br><i>(Conveying the importance of the process, Tactics adopted to calm parties, Effective explanation of the process with special reference to his/her role)</i>   | 10             |
| 2.    | Creating an appropriate environment<br><i>(Laying down ground rules, nature of approach, Making the parties comfortable, establishing 'negotiation' environment, Building trust with parties)</i>                                       | 10             |
| 3.    | Control over the session<br><i>(Laying down of effective agenda, Adherence to ground rules, assisting parties to move forward in the session, Timely intervention)</i>  | 10             |
| 4.    | Ability to work as team<br><i>(Teamwork and Cooperation with co-mediator)</i>   | 10             |
| 5.    | Eliciting information from Mediating Pair<br><i>(Framing of questions, Manner of asking uncomfortable questions, collecting information while maintaining an unbiased image, Optimum use of time by asking only relevant questions)</i> | 10             |
| 6.    | Conduct and Demeanour<br><i>(Body language, listening skills, Professionalism, display of patience)</i>   | 10             |



|     |  |    |
|-----|--|----|
| 7.  | Facilitating Option Generation<br><i>(Approach adopted in assisting option generation, Steps taken to keep options realistic, Encouraging the parties to generate win-win options)</i> | 10 |
| 8.  | Conduct<br><i>(Neutrality, Non-judgemental approach, Impartiality)</i>   | 10 |
| 9.  | Closing statement<br><i>(Summarising the mediation session, Effective ending to the session)</i>   | 10 |
| 10. | Time Management<br><i>(Ensuring judicial use of time in conference and caucus, Adherence to the time divisions stipulated in the Rules)</i>  | 10 |

\* Kindly note that the pointers given in brackets under each criteria are merely indicative and not exhaustive in nature.

## PART B: MARKING CRITERIA FOR THE MEDIATING PAIR

Every Mediating Pair will be evaluated and marked for a total of 100 marks.

| S.NO | MARKING CRITERIA  | MARKS ALLOTTED |
|------|---|----------------|
| 1.   | Opening Statement<br><i>(Expressing confidence in the process, skillful articulation of facts to put forth the case, persuasive comments to influence the other party)</i>  | 10             |
| 2.   | Constructive Approach<br><i>(Willingness to collaborate, taking initiative to build a problem- solving approach, strategically sacrificing interests to build a relationship)</i>   | 10             |
| 3.   | Advocating Interests<br><i>(Assessment of one's own strengths and weaknesses, identifying and developing client's real needs and interests, identifying common and conflicting interests)</i>   | 10             |
| 4.   | Team Work and Coordination<br><i>(Effectiveness of collaboration, reliance and faith on each other's ability, working together as a team, communicating with each other, sharing of responsibility, providing mutual support)</i>       | 10             |
| 5.   | Use of services of Mediator<br><i>(Timely use of mediators, Beneficial use of mediators, Listening to the mediators)</i>  | 10             |
| 6.   | Effective use of confidential information<br><i>(Decision on disclosure of confidential information, Timely and appropriate disclosure of confidential information, Incorporating confidential information in Negotiation Strategy)</i> | 10             |

|     |  |    |
|-----|--|----|
| 7.  | <p><b>Body Language</b><br/> <i>(Display of appropriate emotions by the client, Display of professionalism, Listening skills, Demeanour)</i></p>   | 10 |
| 8.  | <p><b>Mutually Generating Creative Options</b><br/> <i>(Generating options to satisfy one's needs and interests, efforts made to satisfy other's interests, non-judgmental approach, objective evaluation of options generated by other party)</i></p> | 10 |
| 9.  | <p><b>Negotiation Strategy</b><br/> <i>(Overall strategy developed to deal with the dispute, time spent on relation building, information gathering and slowly moving into negotiation; change of approach, adaptability)</i></p>                      | 10 |
| 10. | <p><b>Time Management</b><br/> <i>(ensuring judicious use of time in conference, adherence to the time divisions stipulated in the Rules)</i></p>  | 10 |

\* Kindly note that the pointers given in brackets under each criterion are merely indicative and not exhaustive in nature.

### PART C: NEGATIVE MARKING

| S.NO | REASON   | DEDUCTION                     |
|------|--|-------------------------------|
| 1.   | Failure to join session on time<br><i>*Disqualified on failure to join within 5 minutes of commencement of prescribed time slot.</i> | (-5) per 2.5 minutes of delay |
| 2.   | Failure to re-join session within 1 (one) minute in the event of a caucus  | (-5) per 2 minutes of delay   |
| 3.   | Switching off video during the session   | (-2) for every minute         |

## ANNEXURE II

### MARKING CRITERIA FOR THE MEDIATION STRATEGY

Each Mediation Strategy will be evaluated and marked for a total of 100 marks.

| S.NO. | MARKING CRITERIA  | MARKS ALLOTTED |
|-------|---|----------------|
| 1.    | Strengths   | 10             |
| 2.    | Weaknesses  | 10             |
| 3.    | Position  | 15             |
| 4.    | Interest  | 15             |
| 5.    | Possible offers for settlement  | 20             |
| 6.    | BATNA (Best Alternative To a Negotiated Agreement)                                  | 20             |
| 7.    | Style of writing, Grammar and Compliance with format                                | 10             |
|       | Negative Marking:<br>(-5) for exceeding page limit<br>(-5) for multiple submissions |                |

**MEMBERS OF THE ORGANISING COMMITTEE FOR THE  
COMPETITION**

| S.NO. | NAME  | DESIGNATION       |
|-------|---|-------------------|
| 1     | Dr. Shilpa Sharma                                       | Faculty In-charge |
| 2     | Pratikshya Priyadarshini (3 <sup>rd</sup> Yr., B.A.LLB) | Student In-charge |
| 3     | Mahak Agrawal (3 <sup>rd</sup> Yr., B.B.A.LLB)          | Student In-charge |
| 4     | Aditi Uttamani (3 <sup>rd</sup> Yr., B.B.A.LLB)         | Member            |
| 5     | Saket Bansal (3 <sup>rd</sup> Yr., B.B.A.LLB)           | Member            |
| 6     | Vaidehi Bhangde (3 <sup>rd</sup> Yr., B.B.A.LLB)        | Member            |
| 7     | Shruti Khatri (3 <sup>rd</sup> Yr., B.B.A.LLB))         | Member            |
| 8     | Mounish Chanukya (3 <sup>rd</sup> Yr., B.B.A.LLB)       | Member            |
| 9     | Apurva Pandey (2 <sup>nd</sup> Yr., B.A.LLB)            | Member            |
| 10    | Apoorv Raj Singh (2 <sup>nd</sup> Yr., B.A.LLB)         | Member            |
| 11    | Vaibhvee Jangid (2 <sup>nd</sup> Yr., B.B.A.LLB)        | Member            |





# 1<sup>st</sup> INTRA MEDIATION COMPETITION

## TIMELINE



ORGANISED BY THE ADRC, SLS NAGPUR



## **TIMELINE**

| <b>S. No.</b> | <b>Particulars/ Events</b>   | <b>Important Dates</b>      |
|---------------|--|-----------------------------|
| 1.            | Release of Rulebook & FAQ Booklet +<br>Registration Opens            | 01.02.2022                  |
| 2.            | Registration Close   | 10.02.2022                  |
| 3.            | Release of General Information and<br>Guidelines for Strategy Papers | 11.02.2022                  |
| 4.            | Last date for Withdrawal of Registration                             | 13.02.2022                  |
| 5.            | Release of Team Codes  | 15.02.2022                  |
| 6.            | Last date for Submission of Strategy<br>Paper                        | 23.02.2022                  |
| 7.            | Training Session for the Participants                                | 01.03.2022                  |
| 8.            | Draw of Lots   | 02.03.2022                  |
| 9.            | Competition Day  | 05.03.2022                  |
| 10.           | Release of Results   | 20.03.2022<br>(Tentatively) |