

1ST INTERNATIONAL NEGOTIATION, MEDIATION & CLIENT COUNSELING COMPETITION 2021

A M S C
THE FUTURE OF DISPUTE RESOLUTION

REGULATIONS e-HANDBOOK

School of Law, Sushant University is approved by the Bar Council of India and offers B.A. LL.B. (Hons) and B.B.A. LL.B. (Hons) at the undergraduate level, one-year LL.M. at the postgraduate level and PhD in Law. The School of Law was established at the University in 2014 to impact quality legal education, intending to produce world-class professionals, scholars and academicians in law. The School implements the curriculum through the concept of clinical legal education where the students get an outbound experience of practical nuances of legal profession.

IMPORTANT

Due to the on-going global outbreak of COVID-19, the 1st International Negotiation, Mediation & Client Counseling Competition 2021 will be held in online mode through video conferencing. Participants are hereby requested to kindly read the Regulations e-Handbook thoroughly.

For any further information / assistance, please feel free to contact the AMSC Team through any of the means of communication mentioned at the beginning of this e-handbook. We look forward to your active participation in the competition.



GENERAL DEFINITIONS

1. **“Breakout Rooms”** refers to the online sub-meeting rooms on the Google Meet or Zoom Platform(s) [as decided by the Organizing Committee] to be used for the Main Round, Confidential Information distribution, and Caucus Breakout Sessions.
2. **“Competition Problem”** refers to a problem framed by the Arbitration & Mediation Skills Centre (AMSC), to be used in the Competition Sessions.
3. **“Competition”** refers to the 1st International Negotiation, Mediation & Client Counseling Competition 2021 organized by Arbitration & Mediation Skills Centre of School of Law, Sushant University.
4. **“Confidential Information Session”** refers to the time period in which Negotiating Teams are provided access to Confidential Information. During this time the paired Mediators [Mediation Duo] can discuss the strategy for the round.
5. **“Expert Assessor/s’** refers to persons(s) nominated and/or selected by the Organizing Committee, who evaluates and scores the performance of the Negotiating Team and the Mediator(s), during a mediation session in accordance with the Competition Regulations. All assessors shall provide to the Organizing Committee a Statement of Trust declaring their neutrality, impartiality and independence to assess the teams of the competition; and disclosing any conflict of interests with the participants, or the university, if it may cause a hindrance to the assessment of the round.
6. **“Feedback”** refers to the critique provided by Expert Assessors to the Competition Session Participants, in relation to each of their performances.
7. **“General Information”** refers to factual information related to a Competition Session, which shall be accessible to all Participating Teams.
8. **“General Lobby”** refers to the Google Meet Room or Zoom [as decided by the Organizing Committee] where all participants and assessors will gather before the Main Round begins and to which a Negotiating Team reports to during a Caucus. The Session Supervisors and all members providing technical assistance to participants and assessors will remain present in this General Lobby throughout.
9. **“Host Institution”** refers to School of Law, Sushant University, Gurugram.
10. **“Institution/s”** refers to all Colleges and Universities across India & abroad.
11. **“Main Round”** refers to the stage of Competition Session immediately following the Confidential Information Session, where the Teams are tasked to mediate on the Competition Problem.

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12. **“Mediator”** refers to a participant who has registered or is designated as a Mediator.
 13. **“Negotiating Team”** refers to a team comprising of two participants - one Counsel and one Client - from the same institution.
 14. **“Organizing Committee”** – The organizing Committee for the Competition refer to the members of the Arbitration & Mediation Skills Centre (AMSC).
 15. **“Penalty”** refers to the subtraction in marks or disqualification of participants or any other disciplinary action taken by the Organizing Committee on account any violation of these rules.
 16. **“Registration Fee”** refers to the fee to be paid by Selected Teams for participation in the competition.
 17. **“Room Coordinator”** refers to a member/s of the Host Institution designated as such, in charge of overseeing the smooth conduct of a particular Competition Room.
 18. **“Regulation”** refers to a particular individual rule contained in this e-handbook, along with the sub-rules/ points thereunder. The Participants are deemed to know and accept these rules on the account of their registration in the Competition.
 19. **“Session Supervisor”** refers to the member/s of the Host Institution designated as such, in charge of overseeing the smooth conduct of every Competition Session.

1. ELIGIBILITY

- (1) Subject to the criteria and conditions laid down by the respective colleges and institutes, students pursuing their full time 3-year LL.B. or 5-year LL.B. program from an Institute or University recognized by the Bar Council of India are eligible to apply.
- (2) International students pursuing their full time Bachelors of Laws/J.D. or any equivalent law degree are eligible to apply.
- (3) Students enrolled and pursuing post-graduate diploma or short-term certificate course in law are not eligible to apply.
- (4) Cross-Institute Teams shall be eligible to participate in the 1st International Mediation, Negotiation & Client Counseling Competition 2021.
- (5) Only 3 Teams per College/Institute or University shall be allowed to register for the 1st International Mediation, Negotiation & Client Counseling Competition 2021.

2. APPLICATION PROCESS

- (1) The Participants are required to register as a Team of 3 students viz, a Mediating Pair [Client & Counsel] and a Mediator.
- (2) Each Team shall register themselves through the registration form link which can be accessed from the official Facebook page of Sushant University [<https://www.facebook.com/SushantUniversity/>] or Lawctopus website [<https://www.lawctopus.com>] .
- (3) Each Team shall mandatorily submit the complete registration form as required via the aforementioned web pages.

3. REGISTRATION PROCEDURE

- (1) Interested Teams/Team In-Charges are required to provisionally register for the competition by way of filling the Google form.
- (2) The payment of registration fees amounting to INR 1200 per team (Early Bird @ INR 900 till 31st August 2021) for Indian Nationals or USD 20 per team for International Applicants, whichever applicable shall be made by way of an online transfer to the following account:

Account Name:	ANSAL UNIVERSITY
Account Number:	000380200001999
Bank Name:	YES BANK LTD.
Branch Name with Complete Address, Telephone No. and Email:	48, NYAYA MARG, CHANAKYA PURI, NEW DELHI 110 021
Type of Bank Account:	CURRENT
IFSC Code:	YESB0000003

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- (3) Once the participants have made the payment, they are requested to email the screenshot of the payment made and transaction details on amsc@sushantuniversity.edu.in. The participants shall receive an acknowledgement on successful E-mail submission of Registration Form and Transaction ID details.
 - (4) The Organizing Committee shall only send a confirmation of participation email after verifying the entire process as enlisted under the aforementioned regulations.
 - (5) In case of any withdrawal after making the payment of registration fee, the same shall not be refunded.
 - (6) Any failure or non-adherence with the aforementioned procedure may be treated as withdrawal from the competition and no claim of whatsoever nature shall be entertained thereafter.

4. FORMAT OF THE COMPETITION

- (1) The Competition shall comprise of Qualifying Rounds and Advanced Rounds.
- (2) The Qualifying Rounds shall consist of one Preliminary Round, and the Advanced Rounds shall consist of two knock-out rounds viz., Semi-Final Round and the Final Round.

5. COMPOSITION OF TEAM

- (1) A Team shall comprise of only 3 participants viz. Client, Counsel and Mediator.
- (2) The Participants may change their roles within their Team only after the prior intimation and approval of the Organizing Committee.

6. LANGUAGE

- (1) The official and only language of the Competition shall be English.

7. STRUCTURE OF COMPETITION

- (1) The competition will be held across a span of 2 days through online mode, commencing from 25th to 26th September, 2021. The Preliminary Round shall be conducted on 25th September 2021 followed by the Semi-Final Round and Final Round on 26th September 2021.
- (2) Preliminary Round
 - (a) All Negotiating Teams and Mediators will participate in the Preliminary Rounds.
 - (b) The roles played by the Negotiating Teams (Requesting / Responding party) and the pairings will be decided by draw of lots.
 - (c) During the Preliminary Round, 2 negotiation teams and 2 mediators shall participate. No mediator shall be allowed to participate in a match-up involving their negotiation team.
 - (d) Each session will be evaluated and scored by two Expert Assessors assigned by the Host Institution.
 - (e) The permitted time limit for the preliminary round is 50 minutes.
- (3) Semi-Final Round
 - (a) 4 Negotiating Teams and 4 Mediators will participate in the Semi-Final Rounds.
 - (b) The roles played by the Negotiating Team (Requesting/ Responding Party) and the pairings will be decided by draw of lots.
 - (c) Each session will be evaluated and scored by two Expert Assessors assigned by the Host Institution
 - (d) The Host Institution reserves the right to make any changes to the fixtures in order to avoid the Mediator and Negotiating Team from the same team in the same Mediation Room.
 - (e) The permitted time limit for the semi-final round is 50 minutes.
- (4) Final Round
 - (a) 2 Negotiating Teams and 2 Mediators will participate in the Final Rounds.
 - (b) The roles played by the Negotiating Team (Requesting/ Responding Party) and the pairings will be decided by coin toss.

- (c) The session will be evaluated and scored by three Expert Assessors assigned by the Host Institution.
- (d) The permitted time limit for the final round is 50 minutes.

8. COMPETITION PROBLEM(S)

- (1) Each Competition Problem consists of General Information, distributed to all Teams, and Confidential Information for the Requesting Party and Responding Parties distributed before the respective Competition rounds.
- (2) There will be three (3) separate Competition Problems used during the Competition:
 - i) One Problem for the Preliminary Round
 - ii) One Problem for the Semi-Final Round
 - iii) One Problem for the Final Round
- (3) The Teams must rely only on the facts mentioned in the Competition Problem. Neither the Negotiating Teams nor the Mediators are empowered to create any new facts or change any of the fact of Competition Problem, but may make reasonable inference(s) only from the facts given in the problem.
- (4) Teams will have to email requests for clarifications to at amsc@sushantuniversity.edu.in within a timeline stipulated by the Organizing Committee.

9. CLARIFICATIONS

- (1) Each Team may ask for up to two requests for clarifications per Competition Problem. Requests for clarifications may be made only to General Information of any Competition Problems. Clarifications are only to be requested for ambiguity or possible errors, and not for further information as each Problem is self-contained.
- (2) Requests for clarifications shall be sent to amsc@sushantuniversity.edu.in

10. LOBBY & BREAK OUT ROOMS

- (1) The Negotiating Teams and the Mediators will receive links the General Lobby one hour prior to the start of each Competition round.

(2) Breakout rooms will be used by the teams during the release of Confidential Information, Preparation time, for the Mediation session, Breaks and Caucuses.

(A) Competition Room Composition During Main Round

1. During the Preliminary Rounds, there shall be 8 people present for each Main Round of a Competition Session - 4 negotiators [two from each Negotiating Team], 1 mediator duo (2 mediators from 2 different teams), and 2 Expert Assessors. Additionally, a Room Coordinator may enter the room at times to assist during the caucuses or in case any participant or assessor face any technical difficulty.

(B) Caucus

1. A Caucus (i.e., a private session) may be called by a Negotiating Team or by the Mediators.
2. During the duration of the Main Round, the Breakout Room allotted for the Rounds shall function as the Caucus Breakout Room.
3. The Competition Session Participants that are not part of the Caucus will be required to leave the breakout room during that time, and enter the General Lobby.
4. The Room Coordinator will facilitate the movement of parties to the General Lobby from the breakout room and vice-versa.
5. A Caucus may last for a maximum of 5 minutes. The Mediators will be responsible for managing the Caucus and adhering to the time limit. However, in case the caucus goes on beyond the designated time period, participants will be assessed on the timing, reason, and productivity of the extension.
6. There is no limit on the number of caucuses called. Similarly, it is not mandatory to call for a caucus. It is up to the discretion of the negotiators and mediators to call for a Caucus. They will be assessed on the timing, reason and productivity of the caucus, if called for.

(C) Confidential Information

1. Prior to the Main Round, the Breakout Room for a Negotiating Team shall be where the CI is made available to the Team. At least 30 minutes prior to the start of the Main Round, each Negotiating Team shall join their designated Breakout Room.

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2. At the scheduled time, the Confidential Information shall be emailed to the participants on the email ID's provided, and the Negotiating Teams shall have access to the CI for 30 minutes only.
 3. Each Negotiating Team, shall use their own communication channels to discuss and prepare on the basis of the Confidential Information. The Negotiators are not permitted to have any contact or communication whatsoever with any other person/s once the CI has been provided.

- **T I M E K E E P I N G**

1. The Negotiating Teams and the Mediators are responsible for managing their time and adhering to their time limit as according to the rules of the Competition.

- **A S S E S S M E N T**

1. Expert Assessors will be selected and assigned by the Organizing Committee to score the performance and provide feedback to the Participants to help them move through the Competition rounds and improve their mediation and negotiation skills.
2. The Organizing Committee will, as far as possible, make sure that in each Competition Session, Expert Assessors do not have conflict of interests with the assigned Teams, in particular that Expert Assessors and Teams do not belong to the same Institution.

- **F E E D B A C K**

1. Each assessor may provide feedback to the competing negotiation teams and the mediator.
2. If an assessor decides to impose a penalty upon a competing team, they should inform the competing team concerned about the same and explain it to them. The competing teams are not allowed to show dissent as the assessors' call is final. The assessor should, however, explicitly indicate the rule violated, but shall not indicate the number of points subtracted.
3. The assessor shall not reveal to any Team the results of their individual determinations and any Team's scores. During the feedback, assessors may refer to the Confidential Information.

- **SCORING**

1. Throughout the Competition, the Negotiating Teams and Mediators will be evaluated and scored separately and may qualify for the subsequent Competition Sessions, independently of each other.
2. If an assessor decides to impose a penalty upon a competing team, they should inform the competing team concerned about the same and explain it to them. The competing teams are not allowed to show dissent as the assessors' call is final. The assessor should, however, explicitly indicate the rule violated, but shall not indicate the number of points subtracted.
3. The assessor shall not reveal to any Team the results of their individual determinations and any Team's scores. During the feedback, assessors may refer to the Confidential Information.

11. TIE - BREAKERS

- (1) Negotiating Teams and Mediators will be ranked and selected primarily on the basis of overall scores.
- (2) In case of a tie in the score of two or more Negotiating Teams in the Preliminary Rounds, the Negotiating Team that will advance to the next round shall be decided on the basis of greatest number of points scored during the joint session.
- (3) In case of a tie in the score of two or more Mediators in the Preliminary Rounds or Semi-Final Round, the Mediator who will advance to the next round shall be decided on the basis of greatest number of points scored in the Opening and Closing Statement.

12. REFERENCE MATERIALS & HANDOUTS

- (1) In a Competition Session, teams are permitted only the use of personal notes and stationery items.
- (2) During each Competition Session, the participating Negotiating Teams and the Mediators shall use an Electronic Gadget [either a Laptop or a Desktop Computer] for the purpose of participating in a Competition Session via video-conference.
- (3) Apart from the devices used for the purpose of participation in the Competition Session, participants are prohibited from using any other Electronic Gadget that allows for any form of communication other than the use of the chat box and



Google Meet features, including, but not limited to: laptops, tablets, mobile phones, smart bands, smartwatches, etc.

13. DRESS CODE

- (1) The dress code for the 1st International Negotiation, Mediation & Client Counseling Competition 2021 is Western Business Formals or Indian Formals for women.

14. VIOLATION OF THE RULES

- (1) Any violation of the rules will be penalized by the Organizing Committee, either by way of deduction of points or by disqualifying the whole Team from the Competition.
- (2) Non-compliance with the instructions of the Organizing Committee by the member/s of any Selected Team shall result in a penalty, which be decided by the Expert Assessors assessing the respective Main Round.
- (3) Any Penalty for any violation of the rules may be imposed on Teams by the Organizing Committee. The concerned team will be given a fair chance to show cause why penalty should not be imposed on it. The decision of the Organizing Committee shall be final.

15. AWARDS

- (1) The Organizing Committee shall acknowledge the participation of all the teams and assessors at the competition with appropriate tokens of appreciation. Certificates shall be provided to all those who have registered with the Organizing Committee and are present for the Valedictory function
- (2) The Prizes are as follows:
 - i. Winning Negotiating Team
 - ii. Runners-up Negotiating Team
 - iii. Best Mediator
- (3) All Teams are entitled to receive digitally signed participation certificates, which will be sent to all the teams by e-mail. The Winners and Runners Up will be sent Award Certificates in the same manner.
- (4) The Cash Prize shall be electronically transferred to a bank account specified by the award winners.

16. RESIDUARY RULES

- (1) The above rules are subject to change and modification as decided by the Host Institution and the Regulations Committee. All measures will be undertaken for fair and orderly conduct of the Competition. The decision of the Organizing Committee in all matters regarding the Competition shall be final.
- (2) Time and deadlines will follow Indian Standard Time (IST). Rounds will be adjusted/scheduled as far as possible to avoid extreme inconvenience/problems to teams and judges across different time zones.
- (3) All Communications, Queries and Clarifications in relation to the Competition may be emailed to amsc@sushantuniversity.edu.in. Any such queries and clarifications by Selected Teams must mention their Team ID in the subject of the email.
- (4) The Host Institution, through the Regulations Committee and the Organizing Committee, has the sole authority to resolve ambiguities or inconsistencies involving the Rules, if any.

17. CONTACT DETAILS

- (1) All queries and requests for information can be directed to the Organizing Committee at our official email-id: amsc@sushantuniversity.edu.in . Please feel free to contact any of the following members of the AMSC Team.
 - Sohal Gehlot: +91-844-798-6897
 - Sahana Arya: +91-998-677-8887
 - Nancy Thakran: +91-836-858-7072
 - Shivi Khanna : +91-999-972-5136