

MEDIATION BOMBAY

SCORING SHEET FOR MEDIATOR

Expert Assessor (Name):

Assessment Room (Number):

Mediator (Team Code):

ROUND DETAILS (TICK IN THE BOX)

PRELIMINARY	QUARTER FINAL	SEMI FINAL	FINAL
<input type="checkbox"/> Round 1 (Friday Morning)	<input type="checkbox"/> (Saturday Afternoon)	<input type="checkbox"/> (Sunday Morning)	<input type="checkbox"/> (Sunday Afternoon)
<input type="checkbox"/> Round 2 (Friday Afternoon)			
<input type="checkbox"/> Round 3 (Friday Evening)			
<input type="checkbox"/> Round 4 (Saturday Morning)			

1-2 = Poor	3-4 = Satisfactory	5-6 = Good	7-8 = Very Good	9-10 = Excellent
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NO.	CRITERIA	MARKS
1.	<p>COMMUNICATION SKILLS</p> <ul style="list-style-type: none"> • Effective Opening Statement • Clear Verbal & Non-verbal Communication • Using Neutral Language • Demonstrating Active Listening Skills; Addressing Emotional Concerns • Ability to Summarise and Reframe 	
2.	<p>EFFECTIVE INFORMATION GATHERING</p> <ul style="list-style-type: none"> • Asking Open-Ended Questions • Probing for Interests & Identifying Common Interests (If Any) • Seeking Clarifications when Required • Identifying Parties' BATNAs and WATNAs 	
3.	<p>MANAGEMENT OF THE MEDIATION PROCESS</p> <ul style="list-style-type: none"> • Effectively Allocating Time Towards Different Phases of the Process. • Managing Equal Speaking Time Between the Parties • Use and Timing of a Caucus (If Any) • Management of Impasse (If Any) • Flexibility in Adapting to the Needs of the Parties; Use of the Agenda 	
4.	<p>MAINTAINING NEUTRALITY AND IMPARTIALITY</p> <ul style="list-style-type: none"> • Respecting the Confidentiality of the Private Session (Caucus), No Disclosure Unless Authorised by the Parties • Identifying and Addressing Power Imbalances (If Any) • Maintaining Neutral and Even-Handed Body Language • Seeking Reference to Objective Criteria • Remaining Facilitative and not Providing Advice 	
5.	<p>FACILITATING THE SOLUTION</p> <ul style="list-style-type: none"> • Facilitating a Transition from Positions to Interests • Assisting Parties in the Brainstorming of Options • Assisting Parties in Weighing the Options • Refraining from Evaluating the Options • Reality Testing • Recording Outcomes of the Session 	
TOTAL SCORE:		_____ / 50