The IBA-VIAC Mediation and Negotiation Competition

Organized with the Support of ELSA Austria

2019 Rules
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Definitions

Association is the Association for the Organization and Promotion of the Vienna Mediation and Negotiation Competition responsible for the organization of the Competition.

Break is the time period of three minutes for which each Negotiator Team may ask for, only once, during each Session of the Competition.

Caucus is a separate meeting between the Mediator and one of the Negotiator Teams or the Mediator and either the Clients or the Counsels of both Negotiator Teams.

CDR is Consensual Dispute Resolution.

CDRC Vienna The Consensual Dispute Resolution Competition Vienna, aka the IBA-VIAC Mediation and Negotiation Competition

Client is the student of a Negotiator Team who plays the role of the Client in a Session of the Competition.

Coach is (are) the person(s) appointed by the Team’s university to prepare and supervise that Team and accompany it to the Competition.

Competition is the IBA VIAC CDRC Vienna Mediation and Negotiation Competition.

Competition Director is the person appointed by the IBA Mediation Committee and by VIAC to organize and run the Competition under the directions and supervision of the Organizing Committee.

Competition Rules are the Rules which govern the Competition.

Competition Secretariat are members of ELSA Austria appointed by the Organizing Committee to act under the directions of the Competition Director for the organization and running of the Competition.

Confidential Instructions is a paper containing confidential elements to be taken into account in determining the strategy and tactics of the Negotiator Teams in a given Session.
Counsel is the student of each Negotiator Team who plays the role of counsel in a Session of the Competition.

Elimination Rounds are the quarter-final, semi-final and final round.

ELSA is the European Law Students’ Association Austria.

Expert Assessor is a professional mediator or a mediation or negotiation trainer who assesses and scores Teams and provides feedback during the Sessions of the Competition.

IBA Mediation Committee is the Mediation Committee of the International Bar Association.

Mediator is a student from a Mediator Team appointed to act as mediator in a Session.

Mediator Team are the 1 - 2 students of a university that have been admitted to act as mediator in the Competition.

Negotiator Team are the 2 - 4 students of a university that have been admitted to act as Client and Counsel in the Competition.

Organizing Committee is a Committee consisting of four persons, namely the two Co-Chairs of the IBA Mediation Committee and the two representatives of VIAC.

Preliminary Rounds are the first 4 rounds of the Competition comprising of 4 Sessions per Team.

Requesting Party in each Session, is the party to which the Competition has assigned the role of the party which has requested the mediation.

Responding Party in each Session, is the party to which the Competition has assigned the role of the party which has to respond to the request for the mediation.

Score Sheet is the form provided to the Expert Assessors and made available online to score the performance of each Team.

Scoring Criteria are the criteria to be followed for scoring the performance of all members of a Team according to the Score Sheet.

Session is the 135-minute time slot during which the Teams will hold their mediation.

Team is a Negotiator Team or a Mediator Team.

VIAC is the Vienna International Arbitral Centre of the Austrian Federal Economic Chamber.

Vis Moot is the Willem C. Vis International Commercial Arbitration Moot.
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1. Introduction and Goal

1.1 – Organization of the Competition

CDRC Vienna is the Consensual Dispute Resolution Competition in Vienna (“CDRC Vienna”), established in 2014, organized by the Mediation Committee of the International Bar Association (“IBA Mediation Committee”) and the Vienna International Arbitral Centre (“VIAC”), with the support of the European Law Students’ Association Austria (“ELSA”). The CDRC Vienna is administered by the Organizing Committee comprised of the two Co-Chairs of the IBA Mediation Committee and two representatives of VIAC (“Organizing Committee”). The legal entity conducting the CDRC Vienna is the Association for the Organization and Promotion of the Vienna Mediation and Negotiation Competition (“Association”), an association (Verein) registered in Vienna.

The CDRC Vienna is managed by the Competition Director, appointed by the Organizing Committee, who is a Director of the Association. The Competition Director is:

Dr. Claudia Winkler
Claudia.Winkler@CDRCVienna.org

1.2 – Overview of the Competition

The Competition invites universities to apply for participation with either a Team of up to four negotiators (Negotiator Team) or up to two mediators (Mediator Team) or both teams. Teams mediate and negotiate the case of the 26th Willem C. Vis International Commercial Arbitration Moot, adapted for mediation and complemented by Confidential Instructions. Teams compete in four Preliminary Rounds which are followed by three Elimination Rounds, i.e. the Quarter-finals, the Semi-finals and the Finals. Expert Assessors will be selected by the Competition to score the performance and provide feedback to the students to help them move through the Competition rounds.

1.3 – Place and Time of the Competition

The Competition will be held in Vienna from Saturday, 6 July to Wednesday 10 July 2019. The Competition will close with the award ceremony on Wednesday, 10 July 2019.

1.4 – Basis and Target of the Competition

The theoretical premise of the Competition is that the parties to the fictional dispute are involved in the arbitration of the problem of the 26th Willem C. Vis International Commercial Arbitration Moot. Following the exchange of oral arguments in Vienna in April 2019 the parties have agreed to
negotiate a settlement in order to achieve an amicable solution. The Arbitration Tribunal has
stayed the arbitral proceedings so as to enable mediation to take place. Meanwhile the parties
have submitted their dispute to Mediation. In case of no settlement, the parties have agreed that
the arbitration proceedings will recommence in mid-July 2019 and the Arbitration Tribunal will
announce / release the arbitral award.

Students from higher institutions of education are invited to prove and develop their skills and
strategy to achieve the best deals in simulated legal mediations as mediators, mediation
advocates and negotiators.

The Competition is designed to be an educational program with many facets of training, provided
in the form of a contest. The aim of the Competition is to contribute to the practice, exchange and
growth of negotiation and mediation among students and to promote and develop negotiation
and mediation as forms of Consensual Dispute Resolution (CDR) in domestic and international
business and commerce.

2. Participation and Eligibility

2.1 – Structure of Teams

The Competition will accept applications from Negotiator Teams and Mediator Teams separately.

**Negotiator Teams**

Each university may submit an application for one team of negotiators. A Negotiator Team consists
of a minimum of two and maximum of four students. At least one student of the Negotiator Team
must be a full or part-time law student in order to play the role of the Counsel in the Competition.
Negotiator Teams have to be supported by a minimum of one and a maximum of two Coaches.
Cross-faculty or cross-university teams are permissible.

**Mediator Teams**

Each university may submit an application for one team of mediators. A Mediator Team consists of
a minimum of one and a maximum of two students. Mediator Teams have to be supported by a
minimum of one and a maximum of two Coaches. Cross-faculty or cross-university teams are
permissible.

2.2 – Eligibility of Students

To be eligible to apply, students must be registered as full-time or part-time students in the
academic year of 2018/2019. Students who graduate in 2019 before the Competition but no
longer than three months before the start of the Competition are still eligible to participate.

Graduate students are permitted to participate if they have completed their undergraduate
studies no longer than two years ago and have gained work experience (e.g. practiced law or been
in business) of no more than one year since their graduation.
Students who have practical mediation experience outside a training, university or clinic context may not apply as a student team member.

Student who have already participated in previous competitions of the CDRC Vienna are not eligible to apply as student team members.

2.3 – Coaches

Each university must nominate one or a maximum of two Coaches. The Coach(es) of a Team must be full professors, assistant or adjunct professors, qualified lawyers, lecturers in Alternative Dispute Resolution (“ADR”), qualified mediators or negotiation trainers. A Coach can be nominated for one Team only and can under no circumstances accompany two Teams to the Competition. Universities admitted with a Negotiator Team and a Mediator Team can under no circumstance share or swap their coach(es) during the Competition. Breach of this rule is considered a violation under Article 8.

3. Application and Admission

3.1 – Application Process

Each university may submit an application for one Negotiator Team with up to four students and one Mediator Team with up to two students to take part in the Competition. The online application processes and the selection processes for Negotiator and Mediator Teams are entirely independent of each other. Universities may apply for both, a Negotiator and a Mediator Team, or only one of them.

Applications can be made online at www.CDRCVienna.org starting 1 December 2018 until 31 January 2019 at 12.00 a.m. Vienna time. Teams will be informed about their admission by early March 2019.

3.2 – Selection Criteria

The Organizing Committee in consultation with the Competition Director will select, based on the criteria set out below (in no particular order), 20-22 Negotiator Teams and 10-11 Mediator Teams at its full discretion:

- communication, presentation and other skills manifested in the Team’s application
- training, coursework and experience of the applying students
- performance at previous mediation or negotiation competitions
- mediation and negotiation courses available at the applying university
- representation of geographic and cultural diversity
3.3 – Registration Fee

The registration fee for a selected Mediator Team including 1 or 2 students and 1 Coach is € 450. The registration fee for a selected Negotiator Team of 2 students and 1 Coach is € 500. The registration fee for a selected Negotiator Team of 3-4 students and 1 Coach is € 750. Registering a second Coach is € 150.

The registration fee includes an invitation for all registered Team members to all events of the Competition, including any occurring trainings, the opening reception and award ceremony.

The registration fee is payable via wire transfer within four weeks of receipt of the email confirming admittance of a Team as per the announced deadline. It is the responsibility of the team to organize the transfer of the registration fee. CDRC Vienna will provide payment instructions and an invoice or confirmation as needed. CDRC Vienna will not supply extra documentation for university, government or tax requirements.

Failure to transfer the registration fee on time or in full will result in loss of the university’s spot in the Competition.

All banking charges and transfer fees must be paid by the transferor. The transfer must indicate the name of the university for which the transfer has been made. The registration fee is not refundable.

4. Format of the Competition

4.1 – Acting Team Members

Each Negotiator Team with more than two students can decide freely, throughout the Competition, who of the Team shall act as Counsel and Client in any given Session. The student acting as Counsel must be a full or part-time law student.

Each Mediator Team with more than one Mediator can decide freely, throughout the Competition, who of the Team shall act as the sole Mediator in any given Session.

4.2 – Confidential Instructions and Preparation Time

Each Session will be preceded by 60 minutes of preparation time, at the beginning of which the Negotiator Teams will receive their Confidential Instructions for either the Requesting or the Responding Party and prepare their strategy for the following Session.

Mediator Teams do not receive Confidential Instructions and do thus not have specific preparation time allocated. **Negotiators Teams, Coaches and Expert Assessors are strictly prohibited from sharing the Confidential Instructions with the Mediator Team before or during the Session. Breach of this rule will lead to immediate disqualification under Article 8 of the Rules.**
The Confidential Instructions are valid for one session only. Accordingly, all Confidential Instructions of all prior Sessions must be ignored for each new Session of the Competition.

4.3 – Preliminary Rounds

Every Negotiator Team will compete four times in the Preliminary Rounds. Every Mediator Team will mediate four Sessions. The Competition will assign the Teams to their Sessions and decide their role as Requesting or Responding Party. In the Elimination Rounds, the Competition Secretariat will try to avoid – if possible – that two Negotiator Teams compete against each other again and that a Mediator Team mediates with the same parties again.

4.4 – Elimination Rounds

Quarter-Finals

The eight Negotiator and the four Mediator Teams with the highest scores in the Preliminary Rounds will advance to the quarter-finals. For the quarter-finals the Competition Secretariat will assign the Negotiator Teams and the Mediator Teams to their Sessions and determine their role as Requesting or Responding Party.

Semi-Finals

The four winning Negotiator Teams of the quarter-finals will advance to the semi-finals. The two highest scored Mediator Teams will advance to the semi-finals. The Competition Secretariat will assign the Negotiator Teams and Mediator Teams to the semi-finals Sessions and determine their role as Requesting or Responding Party.

Finals

The two winning Negotiator Teams of the semi-finals will advance to the finals. The highest scored Mediator Team of the semi-finals will be the winning Mediator Team of the Competition. The Competition Secretariat will determine the role as Requesting or Responding Party to the Negotiator Teams. One member of the winning Mediator team will conduct the mediation of the final Session. If the winning Mediator Team would conduct the mediation for a Negotiator Team of his/her university the next highest scored Mediator Team shall conduct the mediation.

5. The Competition Sessions

5.1 – Language

The language of the Competition is English.
5.2 – Competition Session Participants

A Session will consist of representatives from three different Teams. Two Negotiator Teams are representing the Requesting Party and the Responding Party, one Mediator from a Mediator Team will mediate the Session. By default, three (in exceptional cases, two) Expert Assessors will score the Teams.

5.3 – Duration

As noted in Rule 4.2., there will be 60 minutes of preparation time before each Session.

Each Session will then run for a maximum of 135 minutes
- for the mediation 90 minutes
  (Breaks and Caucuses included)
- for the scoring 15 minutes
- for the feedback 30 minutes

5.4 – Break

Each Negotiator Team may request in each Session only once a Break of 3 minutes. Failure to adhere to the time limits shall result in a penalty on the scores of the Negotiator Team in breach.

The two competing team members from both Negotiator Teams must leave the room for the duration of the Break. All other members of the Teams, the Mediator, the Expert Assessors and all others stay in the room during the Break.

5.5 – Caucus

Mediator and the Negotiator Teams have the opportunity to call for one or multiple Caucuses during each Mediation Session. Each Caucus may last a maximum of ten minutes. The Mediator is responsible to adhere to the time limit of the Caucus. Failure to adhere to the time limit shall result in a penalty on the score of the Mediator.

For the duration of the Caucus the competing members of the Negotiator Team not part of the Caucus must leave the room. All other people must stay in the room. Caucuses can also be held between the Mediator and the Clients of both Negotiator Teams or the Counsel of both Negotiator Teams (“Cross-Caucus”). The Mediator and Negotiator Teams will be scored by the Expert Assessor on the appropriateness of each Team to call or not to call for a Caucus (be it no Caucus, one Caucus or multiple Caucuses).

5.6 – Timekeeping

The Expert Assessors of the Session are the official timekeepers. They nominate one person among them to keep track of the time. The Mediator is responsible to adhere to the time limit
during the Caucus. Negotiator Teams are responsible to adhere to the time limit during Breaks. Delay by a Negotiator Team or the Mediator will reflect on their, his or her score.

5.7 – Outside Materials; Technology

Teams may bring to the Session for their own use the materials supplied by the Competition, their personal notes and other printed or drafted material. Negotiator Teams may also bring one single-side printed A4/letter sheet to share with the other Negotiator Team, the Mediator and the Expert Assessors.

No electronic equipment such as phones, tablets and laptops may be used during the Session by any acting member of any Team. Students are encouraged to bring calculators and watches or other dedicated timing devices. Phones or other electronic equipment are not allowed to be used during the Sessions for time-keeping, calculating, etc. Electronic equipment can also not be brought to a Break or Caucus.

5.8 – No Assistance during the Session

No Team member may be assisted by his/her Coach or non-competing Team members during the Session (including a Break or Caucus). Any attempt of communication, verbal or non-verbal, between a Coach and Team member or between Team members can be made subject to an immediate reduction of scoring points by up to 20 points as determined by each Expert Assessor. Expert Assessors may confer on their recommended reduction of points. In repeated or severe cases of reduction of scoring points indicated by the Expert Assessors in the Score Sheet and/or recommendation of the Expert Assessors, the Competition Director in consultation with the Organizing Committee pursuant to Article 8 may disqualify the whole Team from the Competition.

Reduction of scoring points and recommendation of disqualification by the Expert Assessors must be made in writing on the Score Sheet before the scores have been handed over to the Competition Secretariat. Reduction of points shall be shared with the Team Coach after the Session by the Competition Director. Any point reduction(s) and / or disqualification of the Team are final and not subject to appeal.

5.9 – Observing

The purpose of the Competition is to develop mediation and negotiation skills. Participants are permitted and encouraged to do this by observing performances of other Teams after the Preliminary Rounds.

- Members and Coaches of the same Team are allowed to observe any Session of their Team if and as long as they sit behind their competing Team members with strictly no eye contact.
- In the Preliminary Rounds Team members and Coaches are not permitted to watch other Teams.
- After the Preliminary Rounds, all participants may observe any other Session that does not interfere with their own schedule.
- Expert Assessors may observe any Session of the Competition during all rounds.
- Any person who is not a Team member, Coach or Expert Assessor will not be allowed to attend the Competition including the Sessions unless specifically permitted by the Organizing Committee or the Competition Director.
- The Final Round of the Competition is open to observe for the public.
- All observers, including Team members, are strictly required to not disrupt the Session by whispering or moving around and will be asked to leave the room in case of non-compliance.

5.10 – Photography and Filming

Participants agree to the use of photography and videotaping and the discretionary use of all such material by the Organizers of the Competition. Filming of the Sessions by anyone else is prohibited and subject to explicit permission by the Organizing Committee or the Competition Director.

6. The Problem & Applicable Rules

6.1 – The Problem

The Problem will be based on the 26th Willem C. Vis International Commercial Arbitration Moot, however it is not identical and may vary in terms of, inter alia, names, persons, facts, dates and law (both statutory and contractual).

The Problem will be made available to the competing teams upon their selection. Additional information (in form of Confidential Instructions, which are further explained in Rule 4.2) will be distributed to the Requesting Party and the Responding Party 60 minutes prior to each Session.

No information given or facts used in the problem of the Vis Moot (including those contained in Procedural Order No. 1 and No. 2) that are not mentioned in the Problem of this Competition may be used or referred to.

Teams may make statements that are reasonably based on the facts in the Problem and the Confidential Information that they have received but may not introduce any different or new facts. This rule is also to be observed regarding the one single-side printed A4/letter sheet (further explained in Rule 5.7) that a Negotiator Team may share with the other Negotiator Team, the Mediator and the Expert Assessors.

The Organization Committee reserves the right to make any changes to the 25th Willem C. Vis International Commercial Arbitration Moot-Problem it considers necessary in order to meet the objectives and comply with the spirit of the Competition.
6.2 – The Law and Rules Applicable

Substantive Law


Arbitration Law


Mediation Law and Rules

The mediation proceedings will be conducted under the Mediation Rules of an international mediation center (to be announced). It is assumed that each jurisdiction identified in the problem has enacted as its mediation law the UNCITRAL Model Law on International Conciliation (2002), except that Article 6, sub-article 4 of that Model Law shall not apply to the problem and the conciliator/mediator is prohibited, at any stage of the proceedings, to make proposals to the parties for a settlement of the dispute.

Competition Rules

The rules of the Competition are the CDRC Vienna Rules 2019, which are to be observed at all times.

7. Scoring and Awards

7.1 – Expert Assessors

The Organization Committee in consultation with the Competition Director will select professional and experienced mediators, mediation trainers and negotiation trainers based on (in no specific order) their relevant work, teaching and coaching experience, their availability, geographical and cultural diversity and any ratings received in prior competitions.

The Competition Secretariat in consultation with the Competition Director will assign Sessions to Expert Assessors which they will attend to score the performance of the Negotiator and Mediator Teams at the Competition.
Expert Assessors must be (and remain) independent, impartial and neutral of the Teams and Coaches involved in the Competition. Prior to the start of the Competition they must disclose to the Competition Director any conflict of interest with any participating Mediator or Negotiator Team. If during the Competition Expert Assessors discover that they have any conflict of interest with any of the Teams or Coaches that they have been assigned to assess, they shall immediately identify such conflict to the Competition Director.

The Organizing Committee will make all efforts to assign three Expert Assessors to every Session, in exceptional circumstances a panel of two Expert Assessors will score the Session. For the semi-finals, three additional Expert Assessors will be assigned for each room to score the two Mediator Teams of the semi-finals, thus determining the winning Mediator Team. Three or Five expert assessors shall be assigned to assess the two Negotiator Teams of the finals.

The Competition Secretariat will nominate a chair for every panel of Expert Assessors. The chair shall be responsible for the confidential instructions, determining the time keeper, managing the Session and returning the Score Sheets to the Competition Secretariat.

7.2 – Scoring Criteria

Mediator and Negotiator Teams are scored by the Expert Assessors after each Session based on the respective Score Sheets for Mediator and Negotiator Teams. The Score Sheets will be made available online prior to the Competition.

7.3 – Scoring and Feedback

The Expert Assessors shall provide feedback to the Mediator and to the Negotiator Teams at the end of each Session in accordance with the feedback and scoring guidelines provided by the Competition. The scores of the Score Sheets and the winning Team shall not be announced to the competitors. The Score Sheets shall be submitted to the Competition Secretariat.

7.4 – Ranking of Teams

Preliminary Rounds
In the Preliminary Rounds the eight Negotiator Teams and four Mediator Teams with the highest scores will be ranked to proceed to the quarter-finals. In case of a tie for the last slot, the Team with the higher total scores in the last of the Preliminary Round Sessions, if in tie then second to last Session, shall prevail.

Elimination Rounds
In all Elimination Rounds Negotiator Teams will advance based on the majority of Expert Assessors designating them as the “Winning Team” on their Score Sheets at the end of the Session. Sessions with an even number of Experts Assessors require consensus from the Expert Assessors on the winning Team of the Session. In case there is no consensus among the Expert Assessors in such
exceptional Session, the Negotiating Team with the highest score for such Session will be declared as the “Winning Team”.

Mediator Teams will continue to be scored on a point basis throughout the Competition. The advancing Mediator Team of each round will be selected based on the total number of points. In case of a tie the Mediator Team with the higher points in the preceding round shall prevail.

7.5 – Awards

Expert Assessors may make a recommendation for a Special Award as per Rule 7.7 during the Preliminary Rounds. The scoring and recommendations for an award must not be revealed to any Competition participant.

7.6 – Prizes

**Negotiator Teams**
- 1st Prize Negotiation (Prevailing Negotiator Team in the Finals)
- 2nd Prize Negotiation (Runners up Negotiator Team in the Finals)
- 3rd Prize Negotiation (Runners up Negotiator Team of the Semi-Finals with the higher score)

**Mediator Teams**
- 1st Prize Mediation (Prevailing Mediator Team of the Semi-Finals)
- 2nd Prize Mediation (Runners up Mediator Team of the Semi-Finals)

All Prizes are awarded to the whole Team.

7.7 – Preliminary Rounds Achievement Awards

The following Preliminary Rounds Achievement Awards will be awarded based on the Expert Assessors recommendations for performance in the Preliminary Rounds:

**Negotiator Teams**
- Best Negotiation Strategy
- Best Advocacy
- Best Teamwork

**Mediator Teams**
- Most Effective Opening Address
- Best Mediation Management

All Achievement Awards will be awarded to the whole Team. Only teams who do not proceed to the Elimination Rounds are eligible for an Achievement Award. No Team can receive more than one achievement award.
7.8 – Certificates

One certificate of accomplishment will be issued for each Team winning a prize and for each Team winning an Achievement Award. Certificates of participation will be issued for all participating students. The Competition Secretariat cannot issue additional certificates or replace trophies.

7.9 – Scoring Information provided to the Teams

After the Competition, each Negotiator may request information about its rank in the Preliminary Rounds, its total Team points in the Preliminary Rounds, and anonymized information about the highest, average and lowest achieved points by other Teams in the Preliminary Rounds.

Mediator Teams shall receive the same information upon request. Mediator Teams that have advanced to the quarter-finals shall also receive the same information about the quarter-finals.

The scoring sheets used in the competition cannot be provided to any team.

8. Consequences of Violation of the Rules

Unless specified in the Rules otherwise, any violation of the Rules, regardless of the substance thereof and regardless of whether initiated by a participant or by any other person, will be sanctioned by the Organizing Committee either by deducting scoring points or, in case of serious breaches, by disqualification of the Team and/or removal of the person from the Competition. Violations include, inter alia, attempts to give assistance, use of prohibited devices, unruly conduct, use of expletives and unprofessional or disrespectful behavior. Serious breaches leading to possible disqualification include, inter alia, giving or receiving assistance during a session, creation of facts or repeated or severe violations of any of the above rules.

The disqualification of individuals and entire Teams can be initiated ex officio at any stage of the Competition by the Organizing Committee or can be made by the Organizing Committee based on the recommendation of the Expert Assessors to the Competition Director or brought to the notice of the Organizing Committee by the Competition Director or otherwise.

Coaches who have violated or attempted to violate any of the Rules or ethics of the Competition will be barred from participating in the Competition in any role in future years.

Expert Assessors may also be subject to disqualification and/or removal from the Competition, including future Competitions for any violation of the Rules.

All decisions following any violation of the Rules are final and not subject to appeal.

In case of a disqualifications, or for any other unforeseen reasons that prevent a Team from competing, the Organizers can assign any other Team to participate in any given round twice.
Contact Information

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For more information and updates please see www.CDRCVienna.org