



me

# NYAYA SADAN

## JHARKHAND STATE LEGAL SERVICES AUTHORITY (JHALSA) NEAR A.G. OFFICE, DORANDA, RANCHI- 834002

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**PATRON-IN-CHIEF**  
**Hon'ble Chief Justice**  
**Jharkhand High Court**

**Executive Chairman**  
**Justice D.N. Patel, Judge**  
**Jharkhand High Court**

**MEMBER SECRETARY**  
**Arun Kumar Rai**  
**(Pr. District Judge)**

RefNo: JHAL.S.A/ 1970

Dated : 21/08/16

To,

**The Trained Trainers,**

1. Mr. L.K. Giri
2. Ms. Mamika Rani
3. Mr. Madhusudan Ganguly
4. Mr. Rajesh Das
5. Mr. Shiv Shankar Prasad
6. Mr. Tarit Baran Kar
7. Mr. Kamal Kumar Sinha
8. Mr. Sanjeev Kumar Singh
9. Mr. Bhaiya Mukesh
10. Mr. Vijay Kumar Singh
11. Ms. Urmila Sharma

**Ref: MCPC Letter No. 5<sup>th</sup> July, 2016.**

**Sub.: One day Awareness and 20 Hours Refresher programmes by the Trained Trainers**

Sir,

As your goodself is well aware that mediation is a movement which is helping the Courts in:

- i. Reducing the Court pending matter
- ii. Settling the dispute at prelitigation itself

Hon'ble MCPC, of Hon'ble Supreme Court of India has directed for conducting 3 Awareness Programmes and 20 Hours Refresher Programme on Mediation by the trained trainers .

The schedule of One day Awareness Programmes and 20 Hours Refresher Programme is attached here with.

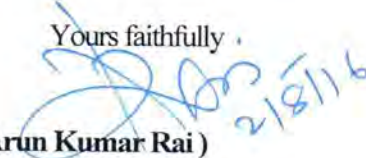
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His Lordship has been pleased to constitute five team of the trained trainer of the State of Jharkhand & the date venue & other details of One day Awareness Programme as well

20 Hours Refresher Programme which is enclosed here with.

Your goodself is requested to conduct the awareness and also the Refresher Programme as per the Schedule and submit a report as well as travel expenses to this authority.

Yours faithfully .

  
(Arun Kumar Rai)  
Member Secretary

Enc.: As above

## AWARENESS PROGRAMME

DURATION : (1 DAY)  
PARTICIPANTS : (JUDICIAL OFFICERS, ADVOCATES,  
LITIGANTS, STUDENTS ETC.)

DAY - 1

TIME	SESSIONS	STUDY TOPIC
10.30 PM TO 1.30 PM	SESSION 1	ADR : Relevance with special reference to Section 89, Code of Civil Procedure, 1908: Types of ADR Mediation: Definition Components Difference between mediation and judicial process Difference between Mediation and Lok Adalat Difference between Mediation and Panchayat Benefits of Mediation Role of Mediators
2.15 PM TO 3.15 PM	SESSION II	ROLE OF DIFFERENT STAKE HOLDERS INCLUDING LAWYERS IN MEDIATION
3.15 PM TO 3.30 PM	SESSION III	SCREENING OF DOCUMENTARY
3.30 PM TO 4.30 PM	SESSION IV	INTERACTIVE SESSION WITH THE PARTICIPANTS

Note : Lunch : 1.30 PM TO 2.15 PM

## CURRICULUM OF REFRESHER PROGRAMME

Duration : 20 Hours ( 3 Days)

Participants: Maximum 20

Mediators/Trainers

DAY - 1

TIME	SESSIONS	STUDY TOPIC
TIME: 10.00 AM TO 1.30 PM	SESSION - 1	<b>UNDERSTANDING AND REFINING SKILLS AS TRAINERS</b> i) Presentation- Practical Exercises( Power Point & Lectures) Note : Pre training preparation is required Proposed topics for presentations are annexed as Annexure 'A'
TIME: 2.15 PM TO 5.00 PM	SESSION - II	<b>MEDIATION : DEFINITION, PROCESS &amp; FUNCTIONAL STAGES</b>

Lunch Break: 1.30 PM to 2.15 PM

Tea Break : 11.30 AM to 11.45 AM

3.15 PM to 3.30 PM

DAY - 2

TIME	SESSIONS	STUDY TOPIC
10.00 AM TO 1.15 P.M	SESSION - I	<p>UNDERSTANDING AND REFINING SKILLS AS TRAINERS</p> <p>ii) Facilitation- Practical Exercises</p> <p>Note : Pre training preparation is required</p> <p>Proposed topics for Facilitation are annexed as Annexure 'B'</p>
2.00 PM to 5 PM	SESSION - II	<p>i) COMMUNICATION SKILLS USED IN MEDIATION PROCESS</p> <p>ii) BARGAININGS AND NEGOTIATION</p> <p>ROLE PLAY (ANITA V SURESH)</p> <p>Note : To understand how to conduct Role Plays</p>

Lunch Break: 1.15 PM to 2.00 PM

Tea Break : 12 Noon to 12.30 Noon

3.15 PM to 3.30 PM

DAY - 3

TIME	SESSIONS	STUDY TOPIC
10.00 AM to 1.30 PM	SESSION - I	UNDERSTANDING AND REFINING SKILLS AS TRAINERS iii) Designing of a Training Programme Proposed Topics are annexed as Annexure 'C' iv) To develop characteristics of a Faculty
2.00 PM TO 4.00 P.M	SESSION - II	IMPASSE UNDERSTANDING AND MANAGEMENT

Lunch Break: 1.30 PM to 2.00 PM

Tea Break : 11.45 AM to 12.00 NOON

## Suggested/Proposed Topics for Presentation Exercises

### ANNEXURE 'A'

Topics
Mediation - Definition and Process
Components of Mediation Process
Importance of introduction in Mediation Process
Joint Session – its Objective and Techniques
Different stages of Mediation
Relevance of single session in Mediation
Anger Management in a single session
Precautions to be taken at the time of Drafting of Agreement
Perceptive Barrier in negotiation
Relevance of Lateral Thinking in Breaking Impasses
Ethical Principles for a Mediator
Relevance of Active Listening
Different Types of Bargaining in a Negotiation
Relevance of Logical Thinking (Real Testing in Mediation Process)
Role of Apology in Mediation
Right of self-determination is an important component of Mediation Process
Role of Mediator in a Mediation Process
Relevance of understanding – non verbal communication in Mediation
Confidentiality: An important attribute to Mediation Process
Role of Parties in Mediation

## Suggested/Proposed Topics for Facilitation Exercises

### ANNEXURE 'B'

Topics
Relevance of Confidentiality in Mediation
Benefits of Mediation
Facilitation Role of a Mediator in Mediation Process
Qualities of a good Mediator
Difference between Judicial Process, Mediation
Types of Non-verbal Communication used in Mediation
Role of Lawyers in Mediation Process
Benefits of introduction in Mediation Process
Role of Referral Judge U/s. 89 CPC
Precautions to be taken at the time of referral of a case
Role of Parties in Adjudication and Mediation
Difference between Mediation and Lok Adalat
Importance of ADR in Justice Delivery System
Types of cases suitable for Mediation
Types of cases not suitable for Mediation
Difference between Mediation and Panchayat
Right of Self determination of parties in Mediation Process
Objects of Joint Session in Mediation Process
Relevance of introduction in Mediation Process
How to motivate and prepare parties for Mediation



## Suggested/Proposed Topics for Designing a Training Session

### ANNEXURE 'C'

Topics
Refresher Course on " Techniques of Mediation for Advocate Mediators "
Sensitization Programme on "Referral of Cases for Referral Judges"
Awareness Programme on "Benefits of Mediation for Advocates"
Awareness Programme on "Concept of Mediation for Law Graduates"
Advance Course on "Techniques of Mediation for Advocate Mediators"
Awareness Programme on "Benefits and Concepts of Mediation for newly recruited Judicial Officers"
Awareness Programme regarding Role of Lawyers in Mediation for Senior Advocates of the District Bar
Awareness Programme regarding the Benefits of Mediation in Govt. Cases for Govt. Officials
Awareness Programme on Role and Responsibility of a Referral Judge U/s 89 CPC for Addl. District & Sessions Judges.

## MEDIATION AND CONCILIATION PROJECT COMMITTEE

Jasmine Sharma,  
Member Secretary,  
MCPC  
Supreme Court of India  
23073970

Old Building,  
Supreme Court of India,  
New Delhi-110001.  
Phone No. 011-

E-mail- mcpc@sci.nic.in

272/MCPC/2016

July 5, 2016

To,  
The Member Secretary,  
Jharkhand State Legal Services Authority.

Sir,

It is submitted that at present there are 11 active mediators in your State who were imparted Training of Trainers namely:

1. *Mr. L.K. Giri*
2. *Ms. Mamta Rani*
3. *Mr. Madhusudan Ganguly*
4. *Mr. Rajesh Das*
5. *Mr. Shiv Shankar Prasad*
6. *Mr. Tarit Baran Kar*
7. *Mr. Kamal Kumar Sinha*
8. *Mr. Sanjeev Kumar Singh*
9. *Mr. Bhaiya Mukesh*
10. *Mr. Vijay Kumar Singh*
11. *Ms. Urmila Sharma*

With a view to focus on more mediation activities in your state, I am directed by the Competent Authority to inform you that the services of the trainers be used for conducting *3 Awareness and 3 Refresher Programmes*.

The Refresher Programme shall be conducted for those mediators who are MCPC trained and they must have completed 10 successful mediations or more. The number of participants in the Refresher Programme should be 20-25 in number.

In case there is insufficient number of mediators in one district for conducting Refresher Programme, more mediators shall be called from different districts and may be clubbed at one place for conducting the Refresher Programme.

Kindly send the compliance report as early as possible so that it can be placed before the Competent Authority.

This is for your kind information and necessary action please.

Regards

Sd/-

Jasmine Sharma,  
Member Secretary, MCPC

**FLAG "A"**

**ONE DAY AWARENESS PROGRAMME**

<b>Group</b>	<b>Name of Trainers</b>	<b>Districts &amp; Date (Venue)</b>
Group-1	Sri L.K. Giri, Ranchi Ms. Manisha Rani, Ranchi Sri Madhusudan Ganguly, Ranchi	Ranchi- on 10.08.16 Lohardagga, On 26.08.16 Gumla, on 29.08.16
Group-2	Sri Rajesh Das, Jamshedpur, Sri Tarit Baran Kar, Jamshedpur	Jamshedpur- on 10.08.16 Deoghar- on 17.08.16 Bokaro- On 29.08.16
Group-3	Sri Shiv Shankar Prasad, Jamshedpur Sri Vijay Kumar Singh , Hazaribagh	Seraikella on, 10.08.16 Koderma on, 17.08.16 Garhwa on 29.08.16
Group-4	Sri Sanjeev Kumar Singh, Dhanbad Smt. Urmila Sharma, Giridih	Giridih on, 10.08.16 Dhanbad on, 17.08.16 Sahibganj on, 24.08.16
Group-5	Sri Bhaiya Mukesh, Hazaribagh Sri K.K. Sinha , Jamshedpur	Hazaribagh on, 8.08.16 Chatra on, 17.08.16 Chaibasa - 29.08.16

- Subject to modification of date as per suitability by the Pr. District Judge-cum-Chairman of the concerned DLSA under intimation to JHALSA.

### 3 DAYS 20 HRS REFRESHER PROGRAMME

Group	Name of Trainer	Districts & Date (Venue)
Group-1	Sri L.K. Giri, Ranchi Ms. Manisha Rani, Ranchi Sri Madhusudan Ganguly, Ranchi	<b>Venue: Nyaya Sadan, JHALSA, Ranchi, 22-24.08. 16</b> (10 Mediators each of Bokaro , Dhanbad 13-15.9.16, (10 Mediators each of Garhwa, Jamtara) 17-19.10.16 (20 Mediators of Jharkhand High Court Mediation Centre)
Group-2	Sri Rajesh Das, Jamshedpur, Sri Tarit Baran Kar, Jamshedpur	<b>Venue: Nyaya Sadan, JHALSA, Ranchi, 22-24.08. 16</b> (10 Mediators each of Simdega, Hazaribagh) 13-15.9.16, (10 Mediators each of Khunti, Ranchi) 17-19.10.16 (10 Mediators each of, Chaibasa & Jharkhand High Court Mediation Centre)
Group-3	Sri Shiv Shankar Prasad, Jamshedpur Sri Kamal Kant Sinha, Jamshedpur	<b>Venue: Koderma,</b> 22-24.08. 16 (10 Mediators each of Koderma, Chatra) <b>Venue: Seraikella</b> 13-15.9.16, (10 Mediators each of Seraikella, Chaibasa) <b>Venue: Chatra</b> 17-19.10.16 (10 Mediators from Latehar and remaining max.( 10 Mediators of Chatra)
Group-4	Sri Sanjeev Kumar Singh, Dhanbad Smt. Urmila Sharma, Giridih	<b>Venue: Deoghar</b> 1-3.9.16 (10 Mediators each of Giridih, Deoghar) <b>Venue: Dumka</b> 13-15.9.16, (10 Mediators each of Dumka and Pakur) <b>Venue: Deoghar</b> 17-19.09.16 (10 Mediators each of Godda and remaining 10 Mediators in aggregate of Giridih, Deoghar, Dumka, Pakur
Group-5	Sri Bhalya Mukesh, Hazaribagh Sri Vijay Kumar Singh, Hazaribagh	<b>Venue: Jamshedpur</b> 22-24.08. 16 (10 Mediators each of Gumla, Jamshedpur) <b>Venue: Palamau</b> 13-15.9.16, (10 Mediators each of Lohardagga, Palamau) <b>Venue: Jamshedpur</b> 17-19.09.16 (10 Mediators each of Sahibganj and remaining 10 Mediators in aggregate of Gumla, Jamshepur, Lohardagga, Palamau

- Subject to modification of date as per suitability by the Pr. District Judge-cum-Chairman of the concerned DLSA under intimation to JHALSA.