

## Guidelines for the Participants

1. The participants are requested to go through the Mediation Training Manual of India which is prepared by MCPC. This Training Manual is available on the Website of the Supreme Court of India.
2. The participants are requested to follow the time as per training schedule. This is more important.
3. No participant shall be granted any exemption during the training programme for any reason.
4. The participants are requested to observe proper decorum and discipline in the training programme.
5. The venue of the training programme shall be Conference Hall, First Floor, Tis Hazari Court , Delhi.
6. In case of any further information, kindly contact :-

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**DELHI MEDIATION CENTRE  
CURRICULUM OF CAPSULE PROGRAMME**

Duration : 3 Days  
3<sup>rd</sup> to 5<sup>th</sup> March, 2017

Conference Hall, First Floor  
Tis Hazari Courts, Delhi

DAY - 1 (3.03.2017)  
FRIDAY

TIME	SESSIONS	STUDY TOPIC	RESOURCE PERSON	CO-RESOURCE PERSON
10.00 AM TO 11.30 AM	SESSION - 1	<ol style="list-style-type: none"><li>1. Perceptions</li><li>2. Conflict Management</li></ol>	Sh. Man Mohan Sharma Sh. Surender Singh	Ms. Anupama Ahluwalia Ms. Reema Bhandari
11.45 PM TO 1.00 P.M	SESSION - II	Mediation : Definition & Concept <ul style="list-style-type: none"><li>• Advantages of Mediation</li><li>• Role of Mediators</li><li>• Mediator Distinguished from Conciliator And Adjudicator</li><li>• Qualities of a Mediator</li></ul>	Sh. Man Mohan Sharma Sh. Surender Singh	Ms. Anshu Priyadarshini Ms. Puja Anand

1.30 PM to 5.00 PM	SESSION – III	<b>Mediation : Process &amp; Stages</b> <ul style="list-style-type: none"> <li>• Introduction &amp; Opening Statement</li> <li>• Joint Session</li> <li>• Caucus</li> <li>• Closing</li> </ul> a. Settlement b. Non Settlement  <b>ROLE PLAY – I</b> (Robert V Arun)	<b>Sh. Man Mohan Sharma</b> <b>Sh. Surender Singh</b>	<b>Ms. Reema Bhandari</b> <b>Ms. Anshu Priyadarshini</b>
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**Note : Tea Breaks : 11.30 AM to 11.45 AM**  
**: 03.45 PM to 4.00 PM**  
**Lunch Break: 1.15 PM to 02.15 PM**

DAY – 2 (4.03.2017)

**SATURDAY**

TIME	SESSIONS	STUDY TOPIC	RESOURCE PERSON	CO-RESOURCE PERSON
10.00 AM to 3.00 PM	SESSION – I	<p><b>A. COMMUNICATION IN MEDIATION</b></p> <ol style="list-style-type: none"> <li>1. Definition and Process</li> <li>2. Verbal and Non Verbal Communication</li> <li>3. Barriers to Communication</li> </ol> <p><b>B. COMMUNICATION SKILLS</b></p> <ol style="list-style-type: none"> <li>1. Active Listening</li> <li>2. Listening with Empathy</li> <li>3. Body Language</li> <li>4. Asking the Right Questions</li> </ol> <p>Role Play –II ( Mohan V Soft Drinks)</p>	Sh. Man Mohan Sharma Sh. Surender Singh	Ms. Anupama Ahluwalia Ms. Puja Anand
3.00 PM to 5.00 PM	SESSION – II	<p><b>NEGOTIATION AND BARGAINING</b></p> <p>Negotiation Negotiation Styles</p>	Sh. Man Mohan Sharma Sh. Surender Singh	Ms. Reema Bhandari Ms. Anshu Priyadarshini

Note : Tea Breaks : 11.30 AM to 11.45 AM  
: 03.45 PM to 4.00 PM  
Lunch Break: 1.15 PM to 02.15 PM

DAY – 3 (5.03.2017)  
SUNDAY

TIME	SESSIONS	STUDY TOPIC	RESOURCE PERSON	CO-RESOURCE PERSON
10.00 AM to 12.30 PM	SESSION – 1	Bargaining Types of Bargaining Barriers to Negotiation Principled Negotiation  ROLE PLAY – III (Ram Vs Sunil)	Sh. Man Mohan Sharma Sh. Surender Singh	Ms. Reema Bhandari Ms. Anshu Priyadarshini
12.30 PM TO 4.00 P.M	SESSION – II	IMPASSE : Concept and Management Definition Types of Impasse Stages of Impasse Techniques to Break Impasse	Sh. Man Mohan Sharma Sh. Surender Singh	Ms. Anupama Ahluwalia Ms. Puja Anand

Note : Tea Breaks : 11.30 AM to 11.45 AM  
: 03.45 PM to 4.00 PM  
Lunch Break: 1.15 PM to 02.15 PM