

## **Steering Committee on Mediation**

### **Terms of Reference**

The terms of reference of the Steering Committee on Mediation are as follows:-

To advise on and assist in the further promotion and development of mediation in Hong Kong, including but not limited to –

- (a) monitoring the implementation of the Mediation Ordinance, and advising on issues arising therefrom;
- (b) monitoring matters concerning the accreditation and regulation of mediators in Hong Kong, including such matters as may arise from the organisation and operation of the Hong Kong Mediation Accreditation Association Limited, and advising on issues arising therefrom;
- (c) considering and advising on ongoing and new initiatives for the promotion and development of mediation;
- (d) conducting such studies, reviews or researches relating to mediation (whether by its own members or through others) as may be required; and
- (e) such matters as may be incidental to the matters stated in (a)-(d) above.

**Job Description  
Deputy Principal Government Counsel (Mediation)**

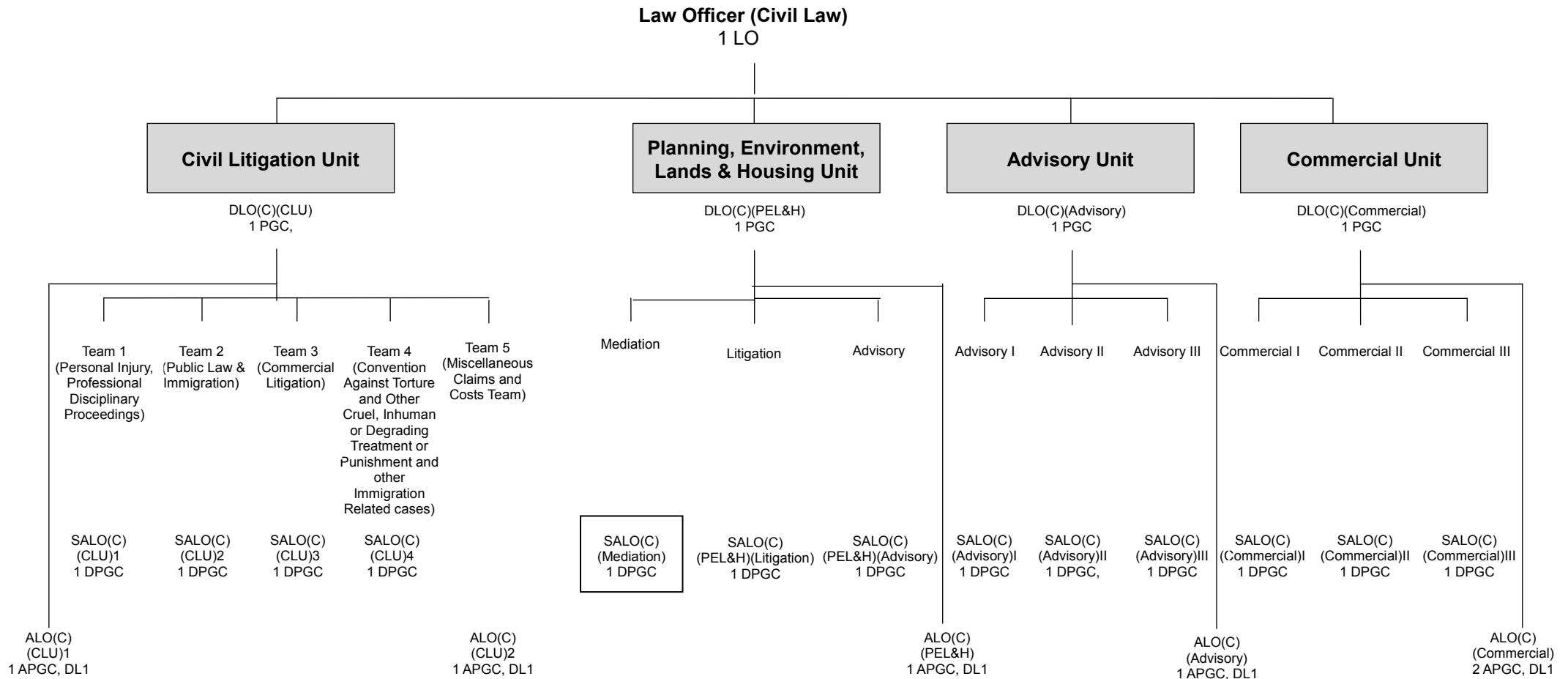
**Rank** : Deputy Principal Government Counsel (DL2)

**Responsible to** : Deputy Law Officer (Civil Law)

**Main duties and responsibilities**

1. To provide secretariat and research support to the Steering Committee on Mediation and its three Sub-committees, including but not limited to the following –
  - (a) working with relevant stakeholders to monitor the implementation of the Mediation Ordinance (Cap. 620) and advising on issues arising therefrom, as well as considering the need for an Apology legislation;
  - (b) working with stakeholders to keep in view and monitor the development of the system of accrediting mediators;
  - (c) working with relevant parties to consider and advise on ongoing and new initiatives for the promotion and development of mediation in Hong Kong; and
  - (d) working with relevant parties for initiating pilot mediation schemes in different sectors.
2. To advise on and assist in the promotion of the more extensive use of mediation in Hong Kong as appropriate.
3. To provide support and advice as appropriate to Counsel of the Department of Justice on the use of mediation.
4. To liaise with other Government bureaux/departments for the provision of appropriate briefings and training for their officers for the promotion of more extensive use of mediation to resolve disputes involving the Government.
5. To undertake such other duties as may be assigned from time to time.

# Existing and Proposed Organisation Chart of the Civil Division



- Legend:
- LO = Law Officer (DL6)
  - PGC = Principal Government Counsel (DL3)
  - DPGC = Deputy Principal Government Counsel (DL2)
  - APGC = Assistant Principal Government Counsel (DL1)
  - DLO(C) = Deputy Law Officer (Civil Law)
  - SALO(C) = Senior Assistant Law Officer (Civil Law)
  - ALO(C) = Assistant Law Officer (Civil Law)
  - CLU = Civil Litigation Unit
  - PEL&H = Planning, Environment, Lands and Housing
  - = Proposed DPGC post