

## *Mediation Week 2020*

### **Rules of Mediation Essay Competition 2020**

#### **Mediation: Listening, Dialogue and Conflict Resolution** (調解: 聆聽、對話及解決爭議)

#### **Background**

1. The Department of Justice (“**DoJ**”) organises the Mediation Week biennially, which typically comprises a series of events and a full-day conference. The upcoming Mediation Week will be held from 10 to 15 May 2020 (“**Mediation Week 2020**”). As one of the events for Mediation Week 2020, the essay competition on mediation-related theme (“**Competition**”) is co-organised by the DoJ, the Education Bureau, Asia Conflict Resolution Institute Limited and Rotary International District 3450.
2. The Competition aims to raise awareness on the use of mediation as an amicable means to resolve conflicts, whether in school, at home, in business context or in general. The Competition also aims to promote the use of mediation skills as life skills. It is hoped that through the Competition, students will be encouraged to develop a positive and constructive mindset in dispute resolution, thereby bringing home the option to resolve conflicts amicably and to maintain harmonious relationships in their lives.

#### **Eligibility**

3. The Competition is open to students attending local secondary schools or at equivalent grades at international schools in Hong Kong in the academic year of 2019-20.

#### **Division**

4. Entrants at the Competition will be divided into:-
  - (a) the junior division (Form 1 – Form 3 of local secondary schools / Grade 7 – Grade 9 of international schools); and
  - (b) the senior division (Form 4 – Form 6 of local secondary schools / Grade 10 – Grade 12 of international schools).

#### **Requirements on essays**

##### *Theme*

5. The theme of the Competition is *Mediation: Listening, Dialogue and Conflict Resolution* (調解: 聆聽、對話及解決爭議).

## **Topic**

6. Entrants may write on any of the below suggested topics in either English or Chinese:-

- |                                                  |                  |
|--------------------------------------------------|------------------|
| 1. Listening and dialogue                        | 聆聽與對話            |
| 2. Listening with our hearts                     | 用心聆聽             |
| 3. It takes a great person to be a good listener | 賢者善聽             |
| 4. Mood and matters                              | 心情與事情            |
| 5. To think in someone's shoes and empathy       | 易地而處與同理心         |
| 6. Sorry seems to be the hardest word?           | 歉在心裏口難開?         |
| 7. How to resolve peer conflicts?                | 如何解決朋輩糾紛?        |
| 8. School mediator                               | 駐校調解員            |
| 9. Mediation as a school curriculum              | 闢調解為學校課程         |
| 10. A handbook for communication at home         | 在家溝通指南           |
| 11. How to "negotiate" with our mother?          | 如何跟媽媽「談判」?       |
| 12. Peacemaker                                   | 和平使者             |
| 13. Perfect mediator                             | 完美調解員            |
| 14. I want to be a negotiator                    | 我想當談判專家          |
| 15. My mediation story                           | 我的調解故事           |
| 16. Hong Kong as a mediation base                | 調解基地在香港          |
| 17. Mediation and meditation                     | 調解與冥想            |
| 18. Mediation skills as life skills              | 調解技能，生活技能        |
| 19. Using technology to resolve conflicts        | 以科技，解分歧          |
| 20. AI mediator: a fantasy or a bold move?       | 智能調解員：癡人說夢抑敢創新猷? |
| 21. The origin of disputes                       | 爭議源起             |
| 22. Dispute avoidance and resolution             | 爭議避免與解決          |
| 23. Mediation and confidentiality                | 調解與保密            |
| 24. Mediation and law                            | 調解與法律            |

7. Entrants may also write on any other topic of their choice which is related to the theme of the Competition.

## **Format**

8. The essay must be:-

- written in either English or Chinese;
- around 400 words for junior division / around 800 words for senior division (including footnotes);
- in "Times New Roman" (for English) or "新細明體" (for Chinese) font with normal

margins, double-spacing and a font size of 14 for text and 12 for footnotes; and

(d) in searchable PDF format with file name “[Student’s full name]\_Mediation Essay Competition 2020”.

### **Submission of essay**

9. Each entrant may only submit one essay (either in English or Chinese) for the Competition.
10. The deadline for submission of essay is **5 pm on 27 March 2020**. Late submission will not be accepted.
11. All essays shall be submitted via email to **mediation\_essaycompetition@doj.gov.hk** with the completed Enrolment Form (see **Annex**)<sup>1</sup> in Microsoft Word format as two separate attachments. The email subject shall be “[Student’s full name]\_Mediation Essay Competition 2020”.
12. To ensure fairness in assessment, no name or mark or otherwise any other identifier which would enable the identification of the entrant and/or his/her school should be shown on the submitted essay. All submitted essays will remain anonymous when being assessed.

### **Assessment criteria**

13. Essays will be assessed according to the following criteria:-
  - (a) relevance to the theme of the Competition (30%);
  - (b) use of language, structure, style, succinctness and clarity in presentation (30%);
  - (c) originality (20%); and
  - (d) creativity (20%).

### **Adjudicating panel**

14. The essays will be assessed by an adjudicating panel (“**Panel**”) comprising professionals from the mediation, legal and/or education sectors.
15. The DoJ reserves the sole right to select the Panel members.
16. The Panel has the final decision on the results of the Competition and the absolute sole discretion in respect of all matters relating to the Competition, including the assessment of the essays.

### **Winners, prizes and award ceremony**

17. There will be around 15 winners in each division, i.e. around 30 winners in total. In each

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<sup>1</sup> Softcopy of the Enrolment Form can be downloaded at [https://www.doj.gov.hk/eng/public/pdf/2020/Competition\\_2020\\_Enrolment\\_Form.docx](https://www.doj.gov.hk/eng/public/pdf/2020/Competition_2020_Enrolment_Form.docx).

division, there will be a champion, a first runner-up, a second runner-up and a number of merit awards.

18. The result of the Competition will be announced on or before **4 May 2020** on the website of the DoJ. Winners will also be separately notified.
19. Every winner will receive a certificate and a book coupon.
20. The champion, the first runner-up and the second runner-up in each division will be cordially invited to share their views on mediation, which can be based on their essays submitted for the Competition, at the award ceremony tentatively scheduled on **11 May 2020**.
21. Winning essays will be compiled and published as a book. All winning essays will be subject to editorial changes without prior notice at the absolute discretion of the Panel and the DoJ.

### **Intellectual property rights**

22. All essays or any part thereof must be original and of sole creation which has not been issued or published, or submitted to other competition(s) before. The essay must not infringe the intellectual property rights of any third party in any way.
23. All essays will be subject to examination on originality and plagiarism. If a winning essay is found to be non-compliant, the DoJ will take all appropriate steps, including but not limited to forfeiting the prizes awarded without any liability to the winner or any other persons, and other essays may be assessed as the winning essays.
24. All intellectual property rights of all submitted essays will be regarded to have been vested in the Government of the Hong Kong Special Administrative Region (“**Government**”) at the time of creation. To the extent that any such intellectual property rights may not be capable of being so vested in the Government, by submitting an essay, the entrant will also be regarded to have assigned to the Government the intellectual property rights of his/her submitted essay.
25. The Government, the DoJ and the Steering Committee on Mediation shall each have the right to use, publish, exhibit and publicize an entrant’s essay in any media, in any manner and for any purpose they deem fit.

### **Personal data**

26. Personal data collected in the Enrolment Form will be used only for the following purposes:-
  - (a) registration of the submission of the essays and verification of the eligibility of the entrants;
  - (b) correspondence with the entrants;
  - (c) announcement of the results of the Competition and award of the prizes relating to the Competition; and

(d) other purposes related to the Competition.

27. Entrants have the right to request access to and the correction of personal data as stated in the Enrolment Form in accordance with Sections 18 and 22 and Principle 6 of Schedule 1 to the Personal Data (Privacy) Ordinance (Chapter 486 of the laws of Hong Kong). Any such requests should be addressed to the Mediation Team, Department of Justice, 2nd Floor, Justice Place, 18 Lower Albert Road, Central, Hong Kong.

### **Other terms and conditions**

28. By submitting an essay, an entrant is regarded to have agreed to be bound by these rules of the Competition and any decisions of the Panel. The DoJ reserves the right to interpret these rules of the Competition, and any such interpretation shall be final and conclusive. These rules of the Competition may be varied or amended without prior notice.

29. Each and every entrant agrees to indemnify and keep indemnified the Government (including the DoJ and the Education Bureau), all other co-organisers of the Competition and their respective employees, officers, directors, agents, representatives, successors, advertising and promotional agencies from any liability for any loss or damage of any kind to any person arising out of or in connection with the Competition or participation in any related activities, including but not limited to the presentation or the publication of the essays and the sharing of his/her views at the award ceremony, to the fullest extent possible as permitted by law.

### **Enquiry**

30. For enquiries, please contact Mr Andy Tseung, Mediation Team of the DoJ at 3918 4430 or via email to **mediation\_essaycompetition@doj.gov.hk**.

### **References**

31. Below are some materials regarding mediation for the entrants' reference, which are not meant to be exhaustive:-

- (a) Mediation – Department of Justice  
(<http://www.doj.gov.hk/eng/public/mediation.html>)
- (b) Mediation – Hong Kong Judiciary  
([https://mediation.judiciary.hk/en/about\\_mediation.html](https://mediation.judiciary.hk/en/about_mediation.html))
- (c) “Mediate First” Album at Facebook – Inclusive Dispute Avoidance and Resolution Office, Department of Justice  
([https://www.facebook.com/pg/dojhk.idar/photos/?tab=album&album\\_id=342304980038920&ref=page\\_internal](https://www.facebook.com/pg/dojhk.idar/photos/?tab=album&album_id=342304980038920&ref=page_internal))
- (d) Peer Mediation Project – Hong Kong Family Welfare Society (Chinese only)  
(<https://www.hkpeermediation.net/home>)

- (e) Kluwer Mediation Blog  
(<http://mediationblog.kluwerarbitration.com/>)
- (f) mediate.com  
(<https://mediate.com/>)
- (g) Mediation World  
(<https://www.mediationworld.net/>)

**The Department of Justice**  
**January 2020**

*#1692439-v10*

*Mediation Week 2020***Mediation Essay Competition 2020****Mediation: Listening, Dialogue and Conflict Resolution**  
(調解: 聆聽、對話及解決爭議)**Enrolment Form**

Name of Entrant:	(English)		
	(Chinese)		
Name of School:			
Form/ Grade:			
Topic of the Essay:		Word Count:	
Email:		Telephone No.:	

The personal data provided in this Enrolment Form will only be used for the purposes as set out in the Rules of Mediation Essay Competition 2020.

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<b><u>For Office Use Only</u></b>	
Division:	
Application No.:	