

## Rules of Mediation Essay Competition 2024

### Mediation: Fostering School-Family-Community Partnerships

(調解：促進校園-家庭-社區合作)

#### Background

1. The Department of Justice (“**DoJ**”) is dedicated to promoting mediation as a friendly way to amicably resolve disputes and conflicts. In order to instill a positive and constructive attitude towards conflict resolution, the DoJ has organised events with themes related to peer mediation, such as essay competitions and school mediation seminars. Building on the success of previous events, the DoJ, along with the Education Bureau, Asia Conflict Resolution Institute Limited, and Rotary International District 3450, will collaborate again to co-organise the Mediation Essay Competition 2024 (the "**Competition**").
2. The Competition aims to raise awareness on the use of mediation in daily lives to resolve conflicts, whether in school, at home, in the community or in general. Through this Competition, students will appreciate the importance and the usefulness of mediation skills as life skills in resolving conflicts amicably. Disputes are bound to occur in our everyday lives, but it is desirable that mediation can play a role in facilitating collaboration among schools, families, and the community.

#### 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 2023-24.

#### 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: Fostering School-Family-Community Partnerships* (調解：促進校園-家庭-社區合作).

##### *Topic*

6. Entrants may write on any of the below suggested topics in either English or Chinese:-
  1. Mediator as a peacemaker 和平使者調解員

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|---|-----------|
| 2. Peer mediation and harmonious school life    | 朋輩調解與和諧校園 |
| 3. Sincere listening and open dialogue          | 誠懇傾聽及坦誠對話 |
| 4. My mediation story                           | 我的調解故事    |
| 5. Hong Kong as a mediation base                | 調解基地在香港   |
| 6. Preparation for Mediation                    | 如何準備調解    |
| 7. Is willingness to mediate a sign of weakness | 願意調解是示弱嗎  |
| 8. Family conflicts and mediation               | 家庭糾紛與調解   |
| 9. Resolving conflicts with parents             | 消除和家長的分歧  |
| 10. Mediation as a school subject               | 調解為學科     |

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:-

- (a) written in either English or Chinese;
- (b) around 500 words for junior division / around 900 words for senior division (including footnotes);
- (c) 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 2024”.

### **Submission of essay**

- 9. Each entrant may only submit one essay (either in English or Chinese) for the Competition. To avoid any ambiguity, each school is allowed to have more than one entrant.
- 10. The deadline for submission of essay is **5 pm on 2 February 2024**. 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 PDF format as two separate attachments. The email subject shall be “[Student’s full name]\_Mediation Essay Competition 2024”.
- 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.

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<sup>1</sup> Softcopy of the Enrolment Form can be downloaded at <https://www.doj.gov.hk/mediatefirst/en/week/competition2024.html>.

### **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 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 around **March 2024** 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 in **Q2 2024**.
- 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 Alternative Dispute Resolution 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 Marco Lee, Alternative Dispute Resolution Team of the DoJ at 3918 4399 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  
([https://www.doj.gov.hk/en/legal\\_dispute/mediation.html](https://www.doj.gov.hk/en/legal_dispute/mediation.html))
- (b) Mediation – Hong Kong Judiciary  
([https://mediation.judiciary.hk/en/about\\_mediation.html](https://mediation.judiciary.hk/en/about_mediation.html))
- (c) “Mediation 調解” Album at Facebook – Legal Enhancement and Development Office, Department of Justice  
(<https://www.facebook.com/media/set/?set=a.342304980038920>)
- (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/>)

**The Department of Justice**  
**July 2023**

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**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 2024.

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