

Rule 9: The Mediation Process

- (a) The Mediator shall begin the mediation as soon as possible after his/her appointment and shall use best endeavours to conclude the mediation as expeditiously as possible. Appointment of a Mediator shall not extend beyond a period of 60 (sixty) days without the written consent of the parties to the dispute and with the approval of BIAC.
- (b) At the first meeting, the Mediator and the parties shall agree on the manner in which the mediation shall be conducted. Thereafter, at that meeting, the Mediator shall prepare a mediation agreement, in consultation with the parties, for signature by the parties or their authorised representatives and the Mediator.
- (c) The mediation will commence as soon as the Mediation Agreement has been signed by the parties or their authorised representatives and the Mediator, unless otherwise stated in the mediation agreement.