

## UNIVERSITY NEGOTIATION SELECTION ROUNDS POLICY 2024-25

The following is the Negotiation University Selection Rounds Policy [hereinafter “**Negotiation Policy**”] the Alternative Dispute Resolution Board [hereinafter “**ADR Board**”] for the academic year 2024-25. The ADR Board reserves the right to add, modify, or repeal any rule in this Policy and make special provisions for the purposes of reasonable accommodation.

### **1. ELIGIBILITY CRITERIA**

Students of B.A. LL.B. (Hons.), 3-Year LL.B. (Hons.), LL.M. and M.P.P. courses are eligible to participate in the Negotiation University Selection Rounds.

### **2. CODE OF CONDUCT**

2.1. Misconduct includes, but is not limited to:

- 2.1.1. Disclosure of identity to any judge during the course of the competition.
- 2.1.2. Scouting and sharing of Negotiation Plan or particulars of the problem.
- 2.1.3. Scouting and sharing confidential information or particulars of the problems.
- 2.1.4. Any attempt to obtain confidential information with regard to the Negotiation problems.
- 2.1.5. Contacting individuals who are expressly barred by the ADR Board for consultation.
- 2.1.6. Any other conduct which shall give a team an unfair advantage over the other teams.

2.2. The ADR Board, NLSIU reserves the right to disqualify any team or participant for any kind of misconduct during the competition. In case of any doubt/dispute, the decision of the ADR Board shall be final.

2.3. If a team/individual registers for the University Rounds, qualifies for the oral round, confirms their participation, and then does not turn up for any round on either day of the University Rounds, they will be issued a show-cause notice by the ADR Board and the Board may –

- 2.3.1. Ban the individual/team from ADR-related activities for a minimum of one year from the date of the imposition of the ban; and/or
- 2.3.2. Impose any other penalties depending on the circumstances of each case, as the ADR Board deems fit.

2.4. The decision of the ADR Board, after consultation with the SBA Advisor, shall be final.

### **3. GRIEVANCE REDRESSAL**

All grievances shall be addressed to the SBA Advisor. The decision of the Board in consultation with the SBA Advisor shall be final.

### **4. UNIVERSITY NEGOTIATION POOL**

All teams participating in the University Selection Rounds shall comprise the University Negotiation Pool. Ranks for the teams breaking into the Finals shall be decided on the basis of the weighted scores of the Preliminary Oral Rounds and the Final Round as described in §18.6. Ranks 21 and onwards shall be decided on the basis of the Preliminary Rounds as described in §18.1. The last set of ranks shall be decided on the basis of the written qualifier as described in §13.2.

### **5. COMPOSITION OF TEAMS**

Each team shall consist of two members. The composition of teams

### **6. ROUNDS**

The Selection Rounds shall consist of the following:

- 6.1. A written qualifier in the form of a Negotiation Plan needs to be submitted by each team, based on which the qualifying teams will progress to the preliminary oral rounds.
- 6.2. The top **hundred** qualifying teams from the written qualifier will proceed to the preliminary oral rounds.
- 6.3. The top **twenty teams** qualifying from Preliminary Rounds based on the SBA Guidelines shall go through to the Final Round.

### **7. NEGOTIATION PLAN**

- 7.1. The ADR University Selection Rounds shall take place over two rounds: a) Written Qualifier, involving submission of a Negotiation Plan by all registered teams; and b) Oral Rounds for shortlisted teams on the basis of negotiation plans.
- 7.2. The ADR Board will release General Information for the Negotiation Plan round. This problem will be different from those used in the Oral Rounds.

7.3. All teams shall submit a written Negotiation Plan for the same side, as indicated by the ADR Board.

7.4. A Negotiation Plan must contain the ‘negotiation strategy’ for the party. It shall dissect the negotiation problem, outlining the aims and objectives of the negotiation, positions of the party, underlying interests, BATNA, WATNA, and an overall strategy considering the strengths and weaknesses of the party, based on market research and commercial soundness with respect to the industry.

7.5. The marking criteria for the Negotiation Plan are as follows:

SL. NO.	CRITERIA	MARKS
1.	Identification of Positions and Interests	20
2.	Identification of Best Alternative to Negotiated Agreement (BATNA), Worst Alternative to Negotiated Agreement (WATNA), Strengths and Weaknesses of the Party, and Zone of Possible Agreement (ZOPA)	25
3.	Market Research and Commercial Soundness	15
4.	Overall Presentation (Language, Clarity, and Format)	20
5.	Overall Strategy & Creativity of Solutions	20
	<b>TOTAL</b>	<b>100</b>

## 8. FORMAT FOR NEGOTIATION PLAN

8.1. The Negotiation Plan must not contain *any information or feature which may reveal the identity of the team members*, excluding the code assigned to them by the ADR Board. Such information or features include metadata or any other markers in the word document submitted by the team.

8.2. The Negotiation Plan must be in Font style ‘Times New Roman’, Font size ‘12’, 1.5 line spacing, 2.54 cm margin from all sides, alignment ‘justified’ and page size A4. These specifications will be applicable to all pages and text excluding the headings and subheadings.

8.3. The Negotiation Plan must not contain footnotes for any purpose. Any footnotes added will not be considered for the evaluation of negotiation plans and will be subject to penalties in accordance with Clause 12 of this Policy.

- 8.4. The Negotiation Plan must not exceed 4 pages or 1200 words.
- 8.5. There is no need for a cover page. The teams must mention *only* their team code number in the header of all pages of the document [e.g.: “Team Code 25”].
- 8.6. Each Negotiation Plan should cover the key components mentioned in §7.5. However, as long as the abovementioned specifications are complied with, teams can choose a presentation format as they see fit. The inclusion of relevant graphics will be allowed, subject to the total word and page limits. Any words within the graph will contribute to the overall word limit.

*Illustration – If the team includes a bar graph in their negotiation plan, any words/numerals within the graph and or its description will be counted towards the word limit.*

## **9. PROCEDURE FOR SUBMISSION OF NEGOTIATION PLAN**

- 9.1. The deadline for submission of soft copies of the negotiation plan shall be notified by ADR Board.
- 9.2. Time deductions will apply in accordance with §12 of this Policy.
- 9.3. The soft copy (.doc or .docx) of the plan must be submitted on a Google Form that shall be circulated by the ADR Board. Files in formats other than those specified above shall not be accepted.
- 9.4. The Negotiation Plan shall be submitted by one of the two members of a registered team, as prescribed by the ADR Board in accordance with the notified deadline.
- 9.5. In case of multiple submissions by the same team, the last submission will be considered.

*Illustration: If Team “3” submits a file at 10:10 pm on the day of submission and then another file at 1:10 am post-midnight, the latter shall be considered, and time deductions shall apply accordingly.*

## **10. PLAGIARISM**

- 10.1. If in the Plan Assessor’s opinion, there is found to be an instance of plagiarism in a certain plan from another plan, both the teams alleged to have committed plagiarism will be asked to show cause as to why they should not be penalized by the ADR Board.
- 10.2. The show-cause will be conducted in accordance with §2. If the team is found guilty, they shall be penalized in accordance with Code of Conduct provisions in University Negotiation Selection Rounds Policy.
- 10.3. Plagiarism includes:

10.3.1. Direct or substantial duplication of somebody else's work represented inter alia in books, articles, internet sources, etc. and irrespective of whether there is acknowledgement or not.

10.3.2. Direct or substantial duplication of another negotiation plan, irrespective of whether that plan is a competing plan or not and irrespective of whether there is acknowledgement or not.

## 11. CONSULTATION

Students are allowed to consult any and all individuals, except for the following people:

- a) Problem drafters;
- b) Any member of the NLSIU Faculty;
- c) Any person specifically barred from consultation by the ADR Board;
- d) Expert Assessors.

## 12. DEDUCTIONS

12.1. Deduction of points under this Section will be capped at a maximum of 30 points.

12.2. The following penalties shall apply on the Negotiation Plan submissions:

12.2.1. **4 points** will be deducted on a failure to erase metadata which reveals the personal identity of the author(s) of the document [Click [here](#) to see how to erase metadata].

12.2.2. **4 points** will be deducted for every 50 words above the stipulated word limit.

12.2.3. Any text beyond an excess of 200 words will not be considered while assessing the Negotiation Plan.

*Illustration: If the total is 1230 words, the last 30 words will not be considered, while deductions will apply for the excess 200 words.*

12.2.4. Any pages in excess of the specified page limit (mentioned in §8.4) will not be considered while assessing the Negotiation Plan.

12.2.5. **2 points** will be deducted for every page where the margin is not 2.54 cm.

12.2.6. **1 point** will be deducted for every paragraph where the font style is not Times New Roman.

12.2.7. **1 point** will be deducted for every paragraph where the alignment is not justified. This provision does not apply to headings and subheadings.

12.2.8. **1 point** will be deducted for every paragraph where the line spacing is not 1.5.

- 12.2.9. **1 point** will be deducted for every paragraph where the font size in the main body is not 12.
- 12.2.10. **2 points** will be deducted for every page where the team has used footnotes.
- 12.2.11. **5 points** will be deducted for submissions every half an hour post the deadline. For determining the time of submission, the timestamp on which the Negotiation Plan is received on the Google Form will be considered. Submissions sent three hours after the notified deadline will not be considered unless ADR Board notifies anything to the contrary.
- Illustration: Considering the time of submission to be 11:59 pm, any submission received at or between 12:00 am - 12:29 am will be subject to the 2 points deduction, while any submission after 2:59 am will not be considered.*
- 12.2.12. **2 points** will be deducted for every page where the team has not mentioned the team code number in the header of the page.

### **13. BREAK FOR ORAL ROUNDS**

- 13.1. Each Negotiation Plan will be marked by the Plan Assessors appointed by the ADR Board in accordance with §7.5.
- 13.2. Following the assessment of plans under §13.1, the top **hundred teams** shall qualify to the Oral Rounds.
- 13.3. Provided that, in the event of a tie, between scores obtained in Negotiation Plans submitted by two teams, the tie shall be resolved on the basis of:
- 13.3.1. The tiebreaker categories are as follows – a. Score for ‘Overall strategy and creativity of solutions’; b. If the score in (a) is identical, then the score for ‘Identification of Positions and Interests’ will be considered; c. If the score in (b) is identical, scores for ‘Market Research and Commercial Soundness’ will be considered.
- 13.3.2. In the event that the tie persists after comparing the scores obtained for each criterion, the ADR Board will decide the winner in consultation with Plan Assessors. The winner as per such consultation shall be final.
- 13.3.3. Any grievance against the decision of the ADR Board, taken as per §13.3.2, shall be addressed as per §3.
- 13.3.4. The scores obtained for the Negotiation Plans will be used solely to determine the teams qualifying for the Oral Rounds and will have no bearing on the performance and scoring of qualifying teams in the Oral Rounds.

#### **14. PROBLEMS FOR ORAL ROUNDS**

- 14.1. The general set of facts for the Preliminary and Final Rounds shall be released in advance.
- 14.2. There will be two Preliminary Rounds. Each Round will have a separate set of facts. The team will be informed of their respective side only during the release of the Confidential Information prior to the round.
- 14.3. For the Final Rounds, there shall be one problem set, and a set of confidential information for each party.

#### **15. CONFIDENTIAL INFORMATION FOR ORAL ROUNDS**

- 15.1. Confidential Information for the Preliminary Rounds shall be released to the teams 20 minutes before the commencement of the negotiation session.
- 15.2. Confidential Information for Final Round shall be released to the teams 30 minutes before the commencement of the negotiation session.
- 15.3. The teams shall not disclose this information to any other participant throughout the duration of the competition.
- 15.4. Disclosure of confidential information by any team before or after their own round shall be grounds for immediate disqualification from the competition and a show-cause by the ADR Board.

#### **16. FORMAT OF ROUNDS**

- 16.1. Each round shall consist of the Negotiation Round for a stipulated period of time as mentioned in §17.
- 16.2. There shall be no post round analysis after the negotiation session in the Preliminary Rounds.
- 16.3. Judges may also provide feedback if they deem necessary.

*Explanation – In a post-round analysis session, the judges may question the teams about their preparation, strategy, offers, role-division etc. The judges may also pose alternative hypothetical situations to the teams and inquire about their modified strategy.*

#### **17. TIME LIMITS**

- 17.1. Each Preliminary Round shall extend to a maximum of 20 minutes.

- 17.2. The Final Round shall extend to a maximum of 30 minutes.
- 17.3. The ADR Board reserves the right to change the time limits of the rounds. The same will be notified before the beginning of the Rounds.

## **18. BREAKS FOR FINAL ROUNDS**

- 18.1. A rank list of all the teams that qualified for the Final Rounds will be prepared on the basis of their cumulative scores in both the Preliminary Rounds subject to normalization as per the SBA Guidelines.
- 18.2. The top twenty teams from the rank list under §18.1 shall qualify to the Final Round.
- 18.3. The breaks shall be decided on the basis of scores subject to normalization as per the **SBA Guidelines**. Provided that, in the event of a tie between two teams, the tie shall be resolved on the basis of:
- 18.3.1. *First*, the aggregate points of certain components in the score sheet (to be notified before the commencement of the event); and
- 18.3.2. *Second*, if the tie is not resolved by the aforementioned method, the aggregate points in the Negotiation Plan; and
- 18.3.3. *Third*, if and only if the tie is not resolved by the aforementioned methods, on the basis of a coin toss.
- 18.4. The match-ups of the Final Round shall be on the basis of a draw of lots.
- 18.5. The teams in the Final Round will be ranked on the basis of their cumulative relative scores.
- 18.6. The final rank list for the Final Round teams will be prepared on the basis of their weighted cumulative scores as provided in §18.1 and §18.5. The weightage to be given to each oral round is as follows:
- 18.6.1. **25 percent** weightage to be given to each of the Preliminary Oral Rounds.
- 18.6.2. **50 percent** weightage to be given to the Final Rounds.
- 18.7. The same tie-breaking method shall apply in the Final Round as in §18.3.

## **19. OTHER DETAILS**

- 19.1. Participants are required to dress formally.
- 19.2. Teams are required to be present thirty minutes before their round.