Notification No.01/2025/DMCC/CBE
Dated: 11.11.2025

DISTRICT MEDIATION & CONCILIATION CENTRE, COIMBATORE

Advertisement for the empanelment of Advocate Mediators in the panel of Coimbatore District. As per the direction of the Tamil Nadu Mediation & Conciliation Centre, Chennai in ROC No.94/2025/TNMCC/Hct/Ms dated: 31.07.2025 and the Office Note Order submitted by the District Mediation & Conciliation Centre, Coimbatore dated: 11.11.2025, applications are invited for engaging qualified Advocates as Mediators stipulates the procedure for Empanelment of mediators.

The eligible advocates may apply in the prescribed format, along with copies of all the testimonials and certificates duly self-attested by the applicant.

S.No	District/ Taluk	No of Advocates required for Empanelment	Desired Qualification
1.	Coimbatore	18	1.Legal Practitioners with atleast 10 years standing at the level of the District Court or equivalent status 2. Experts or other professionals with atleast 15 years experience or retired Senior Bureaucrats or Retired Senior Executives. 3. Those who are in regular/active practice at the Bar will be given preference. 4. He/She Should be atleast 40 years old. In suitable cases, this requirement may be relaxed at the discretion of the Committee for TNMCC, High Court, Madras.
2.	Mettupalayam	03	
3.	Pollachi	03	
4.	Sulur	03	
5.	Valparai	03	
Total		**30**	

The selected candidates will be imparted 40 Hours Mediation Training Programme, as per the Curriculum / Agenda approved by the Mediation and Conciliation Project Committee, Supreme Court of India, New Delhi.

TRAINING PROCESS :

40 Hours Mediation Training Programme (5 Days):
(Mandatory for Empanelment)

- The Mediation Training Programme will be organized by Tamil Nadu Mediation and Conciliation Centre at Chennai, Madurai and Coimbatore by utilizing the services of the Trainers of TNMCC, with prior intimation to MCPC.

- Selection Letters duly intimating date, time and venue of the Training will be issued to the selected candidates/ Trainees by the Director, TNMCC.

- Attendance is compulsory for all the five days.

EMPANELMENT PROCESS:

- After successful completion of 40 Hours Mediation Training, the final List/Panel of Mediators will be prepared and approved by the Committee for TNMCC, High Court, Madras.

- Thereafter, the approved Panel of Mediators in respect of Districts will be forwarded to the Principal District Judges concerned, who in turn, shall publish the same on the respective notice boards of the District Court/Sub Court and Taluk Courts.

- Insofar as High Court is concerned (both Madras and Madurai Bench), the Director, TNMCC shall notify the Panel of Mediators, in the respective Notice Boards, as well as in the High Court Cause List.

- Normally, the Trained Mediator shall be allowed to have his/her name in one of the panels at the concerned District Level, however, at the discretion of the Committee a Trained Mediator may be allowed, on application, to act as Mediator at more than one place or to shift from one Panel to another Panel at a different place / Court, by deleting his /her name from the earlier Panel.

- The trained Mediators shall be in the panel initially for a period of three years from the date of approval of the panel by the Committee for TNMCC, High Court, Madras.

ACCREDITATION PROCESS:

- The Mediator should have undergone 40 Hours Mediation Training Programme under the aegis of MCPC as per the curriculum approved by MCPC from the trainers approved by the Mediation and Conciliation Project Committee.

- Upon mediating 10 matters, which resulted in Mediated Settlement Agreement and conducting atleast 20 mediations in all, the mediator will be accredited.

- The trained mediator is required to do pro- bono service, until accreditation or for a period of two years, whichever is earlier.

- The pro- bono mediator, until his/her accreditation or for a period of two years from the date of his/her training as Mediator, will only be permitted to do mediation as co- mediator with another Accredited Mediator.

- In Stations, where there is no Accredited Mediator available or very less number of Accredited Mediators are available, as an exceptional measure, two non- accredited mediators can also conduct mediation by sitting as co-mediators.
- After completion of the period of pro-bono service, the mediator will be entitled for Honorarium as per the norms of the High Court based on the recommendation of the Director, TNMCC/Registrar (Judl.)/Principal District Judge of the respective districts regarding his/her active participation in the mediation sessions during the pro-bono period.

- After Accreditation, a Mediator must complete 20 Hours Refresher Course every three Calendar Years to refresh their mediation skills and techniques.

RENEWAL PROCESS

- The regularity of Mediators for each Mediation Sessions will be assessed for continuing in Panel.

- If any trained Mediator does not appear for three consecutive sessions, he/she may not be allotted any fresh case for mediation.

- The trained Mediators, who do not come for mediations regularly will be placed in the non- roster roll for a period of one year and if he/ she fails to show any involvement or interest in mediation, his/her name will not be renewed for continuing in the Panel.
- There shall be periodical assessment of performance of the Mediators. Successful settlement of cases will also be a criterion for evaluating the potential of a Mediator to continue in the panel.

- Any complaint received against the Mediators or breach of Ethical Standards or both will attract disqualification to continue them in the Panel.

- The panelist/ Mediators shall exercise their willingness to continue in the panel and submit his/her renewal application, a month prior to the expiry of three years period.

- Renewal of the Panel of Mediators shall be at the discretion of the Director or the Principal District Judge / District Judge, as the case may be, with the prior approval of the Committee for TNMCC.

- The Director or the Principal District Judge, as the case may be, with the prior approval of the Committee for TNMCC, may from time to time, add or delete the name of any Mediator from the Panel of Mediators.

DISQUALIFICATIONS:

- He /she should not have been adjudged as insolvent or declared to be of unsound mind.

- No criminal charges involving moral turpitude should have been framed against him/ her by a Criminal Court and pending.

- He/she should not have been convicted by a Criminal Court for any offence involving moral turpitude.

- No disciplinary proceedings or charges relating to moral turpitude should have been initiated against him/ her by the appropriate disciplinary authority which are pending or resulted in punishment.

- He/she should not have been within last 10 years-

  (a) Debarred or suspended from the practice of law;

  (b) Denied admission to the Bar for reasons of character or unethical conduct; and

  (c) Publicly reprimanded or publicly disciplined for professional misconduct.

MODIFICATION, AMENDMENT OF THE GUIDELINES:

The guidelines may be modified / amended by the Committee for TNMCC from time to time.

HOW TO APPLY:-

The standard form of application annexed with this notification shall be used for applying the above said post. Self attested education qualification certificates, experience certificate and two recently taken passport size photos must be annexed with the application.

SUBMISSION OF APPLICATION:-

The duly filled in application in the prescribed format along with self-attested Copy of certificates and all other supportive documents should be submitted ***through post Only*** on or before **26.11.2025 , 5.00 p.m.** to the following address.

Chairman/Principal District Judge,
District Mediation & Conciliation Centre,
ADR Building,
District Court Campus,
Coimbatore – 641018.

Incomplete application will be rejected without assigning any reasons. No application will be entertained after the last date fixed. All communications regarding the selection process will be published only in Coimbatore District Court website. A separate communication letter will not be sent to the applicants.

IMPORTANT DATES:-

Date of Notification	11.11.2025
Last date for submission of Application	26.11.2025
Eligible Candidates List for interview will be Published in website (Tentatively)	28.11.2025

Date: 11.11.2025

Place: Coimbatore

-// Sd.XXXX//-
(Tmt.G.Vijaya)
Chairman/Principal District Judge,
District Mediation & Conciliation Centre,
Coimbatore

Copy To :-

1.The System Analyst, District Court, Coimbatore.
(For publishing in District Court Website)
2. The President, Bar Association, Coimbatore.
3. Notice Board of District Court, Coimbatore & District Legal Services Authority, Coimbatore.
4. File.

GENERAL INSTRUCTIONS

1. Only shortlisted candidates will be published in court website for interview after scrutinizing the applications.

2. The ***Venue, date and time of interview*** will be intimated in Coimbatore District Court website. (https://coimbatore.dcourts.gov.in)

3. Candidates should appear for the interview with their original certificates.

4. Candidates should attend the interview at their own expenses.

5. The selection criteria will be as per the guidelines of TNMCC,Chennai.

6. The applicant will be responsible for the authenticity of information and other documents by submitted her/him.

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Form-A

TAMIL NADU MEDIATION AND CONCILIATION CENTRE, HIGH COURT, MADRAS

(Tick (✔) whichever is applicable)
(Use only BLUE/BLACK BALL POINT PEN to fill up the application)

APPLICATION & BIO – DATA FOR EMPANELMENT AS MEDIATOR

Advocate	Other Professional (Specify the field)	Years of experience

Affix recent passport size colour photograph (do not pin or staple)

1	**Name of the Applicant** (in **Block Letters** as in School Record) (In case of name change, self-attested copy of Gazette Notification to be enclosed)	
2	**Father/Husband's Name**	
3	**Date of Birth (DD/MM/YYYY)**	
	Age *(Applicant must have completed 40 years of age when she/he applies)*	
4	**Gender**	MALE / FEMALE / THIRD GENDER
5	**Marital Status**	Married / Unmarried / Widow(er) / Divorcee
6	(i) Nationality	
	(ii) Religion	
	(iii) Community	FC / BC / MBC & DC / SC / ST
	(iv) Caste	
7	**Educational Qualification** (self-attested copies of Certificates to be enclosed)	

Sl. No.	Qualification	Name of the College/University	Year of passing

8	**Address for communication** (Address Proof to be enclosed)	Residence	Office/Chamber
9	**Contact Details:**		

Landline Phone Number with STD Code		Mobile	Fax / Whatsapp No.	Email ID
Office	**Residence**			

10	**Date of Enrolment & Years of Practice** (Self-attested copy of Bar Council Enrolment Certificate to be enclosed)	

11	**Languages known to read, write and speak**					
12	**Mother Tongue**					
13	**Areas of Practice as Advocate**	**(No. of Cases in which he / she filed Vakalat in the Past Five Years)**			**(No.of Cases in which he / she filed Vakalat during the Current Year)**	
	Civil					
	Criminal					
14	**Place of Practice**	High Court	District Court	Sub Court	Judicial Magistrate Court	Munsif Court
15		**Field of Practice / Work**	**Years of Practice**	**Specialization, if any**		
	(i) Experts (or) other professionals					
	(ii) Retired Senior Bureaucrats					
	(iii) Retired Senior Executives					
16	**Subjects of interest in Mediation**					
17	**Additional Qualifications, If any**					
18	**Whether the applicant has been** **a) adjudged as insolvent** **b) declared to be of unsound mind**	YES / NO YES / NO				
19	**a) Whether any criminal charges involving moral turpitude have been framed by a Criminal Court and pending against the applicant. If yes, give details.** **b) Whether the applicant has been convicted by a Criminal Court for any offence involving moral turpitude. If yes, give details.**	YES / NO YES / NO				
20	**Whether any disciplinary proceedings or charges relating to moral turpitude has been initiated /pending/resulted in punishment against the applicant by the appropriate disciplinary authority. If yes, give details.**	YES / NO				
21	**Whether the applicant has been within last 10 years** **a) debarred or suspended from the practice of law** **b) denied admission to the Bar for the reasons of character or unethical conduct.** **c) publicly reprimanded or publicly disciplined for professional misconduct.**	YES / NO YES / NO YES / NO				
22	**Remarks, If any** **(To be filled in by the Forwarding Officer)**					

DECLARATION

I _____ S/D/W/H/O _____, have carefully read the Notification. The abovestated contents in the Application and Bio-data are correct and true to the best of my knowledge. In the event of inclusion of my name in the panel of mediators, I will abide by the 'Ethics and Code of Conduct for Mediators'. I understand that in case of violation of any of the terms and conditions, the decision of the Authority concerned is final.

Place :
Date :

Signature of the Applicant