**WORKPLACE DISPUTE RESOLUTION PRE-MEDIATION AGREEMENT**

**Ref No:**

**Date:**

**Pre-mediation commitments;**

The Participants in the proposed mediation agree:

1. We have consented to participate in a work-place mediation to identify, explore and attempt to resolve any outstanding issues between us that are impacting our workplace relationship.
2. We agree that Mediation is a confidential process and that nothing said or proposed in mediation will be used for other purposes.
3. We will not discuss the content of the mediation other than with personal or professional advisors or by mutual agreement with specified people within the organisation.
4. Our intention is to reach agreements about how we intend to work together in the future and keep those commitments to each other.
5. We agree to give a copy of our mediated agreements to our organization who will assist us to keep our commitments into the future.
6. No party has given consent to record any part of the mediation or to publish or make comments on any part of the mediation on any intranet or social media platform.
7. The mediator has advised us that if we are unable to resolve our issues through mediation or if we fail to keep our commitments to each other that a more formal approach to resolution may be required including formal disciplinary action or performance review in line with our organisation’s policies and procedures.

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | Name |  |
| Date: |  | Date: |  |
| Signature: |  | Signature: |  |