



PHILIPPINE MEDIATION CENTER MEDIATOR/TRAINEE INTERNSHIP PROGRAM EVALUATION SHEET

Name of Mediator/Trainee: _____

	YES	NO	COMMENT
OPENING STATEMENT			
1. Trainee was able to introduce himself/herself properly.	<input type="checkbox"/>	<input type="checkbox"/>	_____
2. Trainee was able to explain the Mediation Process .	<input type="checkbox"/>	<input type="checkbox"/>	_____
3. Trainee was able to explain the role of:			
Mediator	<input type="checkbox"/>	<input type="checkbox"/>	_____
Parties	<input type="checkbox"/>	<input type="checkbox"/>	_____
Counsels	<input type="checkbox"/>	<input type="checkbox"/>	_____
4. Trainee was able to set out Ground Rules .	<input type="checkbox"/>	<input type="checkbox"/>	_____
5. Trainee was able to emphasize the rule on Confidentiality .	<input type="checkbox"/>	<input type="checkbox"/>	_____
6. Trainee was able to explain the VOLUNTARY nature of mediation.	<input type="checkbox"/>	<input type="checkbox"/>	_____
MEDIATION PROCEEDINGS			
7. Trainee was able to have the parties deliver their Opening Statements .	<input type="checkbox"/>	<input type="checkbox"/>	_____
8. Trainee was able to make the parties feel at ease .	<input type="checkbox"/>	<input type="checkbox"/>	_____
9. Trainee was able to establish rapport with the parties.	<input type="checkbox"/>	<input type="checkbox"/>	_____
10. Trainee was able to encourage the generation of information.	<input type="checkbox"/>	<input type="checkbox"/>	_____
11. Trainee was able to make the parties accept and trust the mediation process.	<input type="checkbox"/>	<input type="checkbox"/>	_____
12. Trainee was able to control the proceedings .	<input type="checkbox"/>	<input type="checkbox"/>	_____
13. Trainee was able to secure SETTLEMENT .	<input type="checkbox"/>	<input type="checkbox"/>	_____
14. Trainee was able to explain to the parties and made them understood the Compromise Agreement	<input type="checkbox"/>	<input type="checkbox"/>	_____
POST MEDIATION			
15. Trainee was IMPARTIAL .	<input type="checkbox"/>	<input type="checkbox"/>	_____
16. Trainee was able to maintain proper decorum .	<input type="checkbox"/>	<input type="checkbox"/>	_____
17. Trainee was able to provide the needed environment for problem-solving negotiation process .	<input type="checkbox"/>	<input type="checkbox"/>	_____
18. Trainee was able to comply with the administrative policies	<input type="checkbox"/>	<input type="checkbox"/>	_____
19. Trainee was able to exhibit high degree of professionalism	<input type="checkbox"/>	<input type="checkbox"/>	_____
20. Trainee was able to exhibit professional competence in mediation skills.	<input type="checkbox"/>	<input type="checkbox"/>	_____

Comments and Recommendations:

Evaluated by:

Signature over Printed Name
Mentor/Coach

Date: _____

Comments and Recommendations:

Signature over Printed Name

Mediator/Trainee

Date: _____