

**RULES AND PROCEDURES FOR OPERATION OF
THE ALABAMA CENTER FOR DISPUTE RESOLUTION, INC.**

Rule IV.

ADR Clearinghouse.

A. *Web Site.* The Center maintains a Web site that contains the most up-to-date information on ADR, including training information, conferences, the Alabama Code of Ethics for Mediators, Standards and Registration Procedures for being added to the Alabama Mediator Roster, and hyperlinks to other ADR sites. www.alabamaADR.org. There is an on-line newsletter. The Alabama Mediator Roster is also available at the Web site, and a mediator can be located by clicking on the county map of Alabama for immediate information.

B. *Library.*

1. The Center gathers, exchanges, and disseminates information on ADR.
2. The Center maintains a library of books, journals, videos, and mediation-training program materials. The items in the library may be checked out for two weeks.
3. The Center will, on an ongoing basis, research and review new publications and videos for purchase.

C. *Resource Files.*

1. State files will be established and maintained at the Center. These files will contain information on court-related, as well as noncourt-related, ADR programs, organizations, and resources from other states.
2. Alabama ADR files will contain, but are not limited to, the following subfiles:
 - a. Alabama Statutes Relating to ADR
 - b. Alabama Cases Relating to ADR
 - c. Alabama Court Rules Relating to ADR
 - d. Alabama State Bar Committee on Alternative Methods of Dispute Resolution
 - e. Alabama Supreme Court Commission on Dispute Resolution
 - f. Public Relations and ADR
 - g. Public Speaking and ADR
 - h. Federal Court ADR in Alabama
 - i. Local Bar Associations
 - j. Alabama State Bar
 - k. Alabama Legislature
3. ADR-training files will contain, but are not limited to, the following subfiles:
 - a. CLE-approved ADR training (The printout of CLE-approved ADR training will be revised monthly to add new courses.)
 - b. ADR training in Alabama and neighboring states

- c. Applications for accreditation of ADR CLE activity
 - d. Seminar/conference information
4. ADR general-information files will contain the following subfiles:
- a. Arbitration
 - b. National ADR Organizations
 - c. ADR Definitions
 - d. Environmental Mediation
 - e. Community Mediation
 - f. School Mediation
 - g. Mediation in Administrative Agencies
 - h. Federal Government Mediation
 - i. ADR Articles
 - j. Grants
 - k. Bibliography
 - l. Law Schools and ADR
 - m. Judicial ADR training
 - n. Victim-Offender Reconciliation Program
 - o. Peacemaker Ministries: Christian mediation, arbitration, and other alternatives
 - p. Domestic Relations/Divorce Mediation
 - q. Americans with Disabilities Act Mediation

D. *Information Requests and E-mail.* The Center will respond to telephone and e-mail requests for information regarding ADR by sending the appropriate information or referring the caller to the appropriate individual or organization.

E. *Alabama ADR Handbook.* The Center will make available copies of the current edition of the book, *Alternative Dispute Resolution Procedures in Alabama with Mediation Model*. Included in each book is a copy of the Code of Ethics for Mediators, the Alabama Civil Court Mediation Rules, the Mediation Act, sample court forms relating to mediation, and definitions of ADR terms.

F. *ADR Brochures.* Upon request, the following brochures will be provided to attorneys, judges, court-pilot programs, and members of the public:

- a. *Mediation: Another Method for Resolving Disputes.* Explains the mediation process and when it can be used.
- b. *Arbitration: A Consumer's Guide.* Details the arbitration process from a consumer's perspective.

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