Request for a OAMP Mediation

Instructions

1. Fill out as much information as you can, below.

2. Return the form to the Institute for Dispute Resolution OAMP Program by

   Fax: Attn: Terrie Altman
   (405) 744-3050

   Email: mediation@okstate.edu (subject: request for mediation)

   Pre-Paid Envelope Enclosed: OSU Institute for Dispute Resolution/OAMP
   1514 W Hall of Fame
   Stillwater, OK 74078

3. **Questions? Would you rather have us fill in the form over the phone? Call us at 1-800-248-5465.**

4. Once we received your request, we will assign a mediator and contact you for more information by phone to set up a time and place for the session, and answer any questions you have.

Please fill In as much information as you can:

_____
Today's Date

_____
Your Name

_____
Your Address

_____
Email address

(____)_____ Best time to call:_____
Phone #1 (home/ work/ cell. Circle preferred)

(____)_____Best time to call:_____
Phone #2 (home/ work/ cell. Circle alternate)

_____
Attorney Name (If represented by an attorney)

_____
Attorney Email Address

_____
Attorney Phone

_____
OAMP CASE No. (to be filled in by OAMP)

Will your Attorney be attending? Yes No

Please list the names and relationship of anyone else that will come to the mediation with you:

_____
Name Relationship

_____
Name Relationship

_____
Name Relationship

When are you available over the next 30 days?
Give as many dates as possible:

1. No Charge for Mediation: There is no charge to either party for mediation. OAMP is grant funded by USDA and the OK Dept. of Agriculture. OAMP staff are Oklahoma State University employees. OAMP mediators are *not* employees of any USDA or ODA agency.

2. Purpose of Mediation: We understand that the goal of mediation is to exchange information and to consider options that may resolve disagreements with the agency's decision.

3. Role of the Mediator: The mediator is a neutral third party who is a conflict resolution professional. Their role is to assist the parties with discussing matters related to the agency's decision in an attempt to reach a resolution that all parties agree with. The mediator does not provide legal advice, and does not render a decision for the parties. If the parties reach a mutual agreement, a binding written settlement agreement will be developed and signed by both parties.

4. Confidentiality: Mediation sessions are confidential pursuant to the Administrative Dispute Resolution Act, 5 U.S.C. 574 et seq. and Oklahoma law. Discussion held in mediation cannot be used at hearing. Your mediator will discuss confidentiality with you again at the beginning of the mediation session.

5. Please tell us about the dispute and any ideas you may have to resolve it. (you can attach another page if you like).

_____
_____
_____
_____
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_____
_____
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_____
_____

OAMP does not exclude any from participation, or discriminate on the grounds of race, color, national origin, age, sex, religion, marital status, or disability. ***Please notify our offices if you require any reasonable accommodations as soon as possible by calling 1-800-248-5465. You may also advise of a need for accommodation in writing here:***
Person requesting accommodation(s):_____
Accommodation(s) requested: