

## **CONCILIATION**

### **What is conciliation?**

The conciliation process is a dispute resolution method in which a neutral third party participates in the process of facilitating agreement between the parties. The neutral has no authority to impose a settlement on either party involved in the dispute.

### **How does the process work?**

The conciliation process is similar to the mediation process with the following exceptions. During conciliation, the conciliator collects/reviews evidence and documentation, provides counseling, develops factual information, and recommends options to the parties for resolutions. The conciliator will prepare an oral statement of the process including the strengths and weaknesses of the dispute and evidence and documentation submitted by the parties to the dispute. The goal of conciliation is to reach a mutually agreeable and appropriate resolution.

### **Why should you use conciliation?**

Conciliation is an appropriate process when the parties wish to have counseling, recommendations for resolution, as well as the collection and review of evidence leading to a neutral assessment of their dispute.

Conciliation is quick. A conciliation settlement takes much less time to achieve than the process of litigation.

You do not give up any of your rights to pursue the matter formally. The process is voluntary.

### **Is conciliation right for me?**

To assist in choosing whether conciliation is an appropriate ADR process for your dispute, you should consider the following:

- a. An oral evaluation is desired.
- b. The case involves continuing relationships.
- c. The parties would like to have a say in shaping an agreement.

### **Who should be present during the conciliation?**

Attendees may include the disputant and his/her representative; the management official (with authority to settle); the agency representative; and the conciliator. Since conciliation is voluntary, any party can end the proceedings at any time, and the disputant may pursue the filing of a formal complaint under 29 C.F.R. Part 1614.