

Mediation Clause Drafting and Multi-tier Dispute Resolution Master - One-page Cheat Sheet

Commencement gate: do not use any statutory consequence without checking S.O. 4384(E) and later Gazette notifications.

Chapter in 2 Minutes

- Draft scope, trigger, notices, institution/provider, mediator selection, venue/online mode, confidentiality, time-box, authority, interim relief and arbitration/litigation fall-back.
- Provision-level commencement is the first legal gate: only 21 sections were commenced by S.O. 4384(E) on 9 October 2023 in the reviewed official record.
- Use the India Code Act and the Department of Legal Affairs Gazette files as controlling sources.
- Separate the Mediation Act from existing Commercial Courts, consumer, company, court-annexed and special-statute mediation rules.

Provision / control map

Gate	Status	Meaning	Action
Gate 1	Operational control	Convert scope and disputes into a matter-specific decision and evidence test.	Assign owner, due date, reviewer and escalation.
Gate 2	Operational control	Convert trigger and notices into a matter-specific decision and evidence test.	Assign owner, due date, reviewer and escalation.
Gate 3	Operational control	Convert provider/mediator into a matter-specific decision and evidence test.	Assign owner, due date, reviewer and escalation.
Gate 4	Operational control	Convert process and time-box into a matter-specific decision and evidence test.	Assign owner, due date, reviewer and escalation.

Decision flow



Critical file

Contract, commencement/special-law memo, invitation/service, mediator disclosure, authority, protected and independent evidence indexes, settlement, stamp/tax, payment and enforcement records.

Canonical: <https://finin2min.com/laws/mediation-act-2023/masters/clause-drafting-master.html>
Sources: India Code Mediation Act, Department of Legal Affairs instruments and current Gazette. Verify event-date law.