



In the Matter of:

\_\_\_\_\_,  
Complainant/Claimant

Case No.: \_\_\_\_\_

v.

\_\_\_\_\_,  
Respondent/Employer

**AGREEMENT TO MEDIATE**

This is an agreement by the parties to mediate a complaint related to the above captioned claim pending before the Office of Administrative Law Judges (“OALJ”), U.S. Department of Labor. Use of mediation is a voluntary process which the parties or the mediator may terminate at any time. The mediator will not act as a representative for either party. Each party is encouraged to consult with an attorney, if they have not done so, before signing any agreement settling a case.

Communications may be in writing, by electronic mail, or by telephone. An in-person conference may also be scheduled. The parties and their representatives will attend mediation sessions unless excused by the mediator. The mediator may suggest the additional participation of an expert or other person to assist in resolving an issue. No one else may participate without the permission of the parties and the consent of the mediator. The mediator may speak or meet with each party separately; in that event, the mediator will not reveal what is said by one party to the other(s) without permission. The parties agree to ex parte communications with the mediator in furtherance of the mediation process when either a party or the mediator considers it necessary or helpful.

By signing this agreement, all parties acknowledge that all mediation sessions and material prepared for the exclusive use of the mediator are confidential and privileged and shall not be disclosed in any subsequent proceeding. Each party agrees not to subpoena the mediator or any documents submitted to the mediator. Under no circumstance will the mediator disclose confidential information provided during the course of mediation, testify voluntarily on behalf of either party, or submit any type of report to any court in connection with this case.



\_\_\_\_\_ Date \_\_\_\_\_  
Beth S. Slavet  
Mediator  
Office of Administrative Law Judges  
U.S. Department of Labor

\_\_\_\_\_ Date \_\_\_\_\_  
Elisa P. Nolte, Attorney-Advisor  
Office of Administrative Law Judges  
U.S. Department of Labor