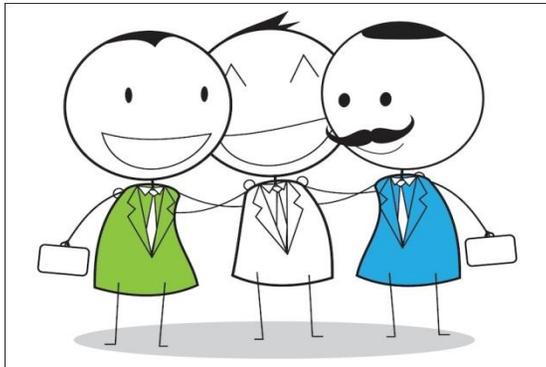


# The DON ADR Program's Mission:

The DON ADR Program provides Navy and Marine Corps activities alternatives to litigation and formal administrative procedures to the maximum extent practical.



“...ADR techniques shall be used as an alternative to litigation... to the maximum extent practicable... Every conflict and issue in controversy, regardless of subject matter, is a potential candidate for ADR.” -SECNAV INSTRUCTION 5800.13A

## Why use ADR?

- Increases the parties' control over the outcome
- Gives the parties' an opportunity to be heard
- Clarifies the needs and desires of each party
- It works, when used in good faith
- Provides the ability to reach a mutually agreeable solution

## How do I request ADR?

You may call the ADR intake line at (619) 532-1685



## Alternative Dispute Resolution Program

**COMPACFLT / EEO Office**  
937 N. Harbor Drive  
Bldg 1, 3rd Floor, Rm 319  
San Diego, CA 92132-0058  
(619) 532-1685



## What is ADR?

The DON officially defines alternative dispute resolution as:

Any procedure which is used in lieu of a formal process or litigation to resolve conflicts and issues in controversy, including but not limited to, partnering, conciliation, facilitation, mediation, ombudsmanship, fact finding, mini-trials, neutral evaluation and arbitration or any combination thereof.

## What forms of ADR are available to me?

- Mediation
- Facilitation
- Group Facilitation



## What is Mediation?

Mediation is a process in which a neutral person facilitates discussions between two or more parties to help them arrive at a resolution of the dispute.

- Neutral environment
- Right to representation
- Informal process
- Win-win process
- Mutual problem-solving



## What is Facilitation?

Facilitation is less structured than mediation. There is a third party neutral as in mediation, but the process is more informal.

Facilitation offers all the positive advantages outlined in the mediation section above.

## What is Group Facilitation?

Group facilitation is the same process as facilitation, except is used for group conflict

- Used for meetings where there is a likelihood of emotional impact
- Used in situations in which personnel are not working as a team
- Facilitator allows time for airing of personal views in an open and safe environment
- Can be used for a group of employees, supervisors, or both

## Potential Outcomes:

Streamlines processes;

Increases likelihood of resolution;

Accelerated resolution from traditional processes;

Improves working relationships;

Mends uncomfortable working environments;

Saves time and money for all parties.

