

**61—17.13(654A,654B) Rules of conduct.** The mediation service shall establish, subject to the approval of the coordinator, general rules of conduct to govern the proceedings at mediation meetings which shall, in part, define the process and goals of mediation. The guidelines shall be available at cost from the mediation service. The rules of conduct are incorporated by reference into these rules. The mediators shall distribute these rules to all parties in attendance at the mediation meeting and shall discuss them with the parties orally prior to the commencement of the meeting. The rules of conduct shall also provide guidelines for the conduct of attorneys representing any party at the mediation meeting. The guidelines should inform attorneys of their right to counsel clients regarding their legal rights and the implications of suggested solutions. The guidelines should advise attorneys to avoid using the mediation proceedings as a discovery technique, that mediation proceedings are not formal legal proceedings, and that the mediator controls the meeting. A person may be accompanied, represented, and advised during the mediation session by a lawyer, legal assistant, law clerk or other representative.