



State of New Mexico Alternative Dispute Resolution Acknowledgment

The Alternative Dispute Resolution (ADR) Office promotes early "In-house" dispute resolution and positive collaboration among state employees, supervisors, managers and agencies through the development and support of effective and efficient programs and policies. The ADR Office coordinates a range of services, to include: a network of skilled mediators to respond to requests for direct assistance; centralized collection of information and resources; consultation on program design; outreach presentations and public education initiatives; skills training; and assistance to other state dispute prevention and resolution efforts.

Mediation Services are provided and is a voluntary and confidential process in which neutral third party mediators help individuals communicate more productively to prevent or resolve problems altogether. Our office coordinates a network of skilled and experienced mediators to respond to requests for direct assistance, as well as forms and guidelines for mediation participants.

For more information, please visit:

<http://www.generalservices.state.nm.us/riskmanagement/ADR.aspx>

Acknowledgment:

Employee Name: _____
(Print)

Employee Signature: _____

Date: _____

CC: Personnel File

Enclosure – ADR Information Flyer