

# **Riga Moot Court Competition**

## **Rules of Procedure**

### **A. General Rules**

#### **1. Competition**

1.1. Riga Moot Court Competition (hereinafter – Competition) is organised annually by the Student Association of Riga Graduate School of Law and open to all bachelor and master students (master students shall not be enrolled in any professional bar association). The format for the Competition shall be similar to the procedure of the International Court of Justice.

1.2. The Competition consists of written memorandum and oral arguments.

#### **2. Judges of the Competition**

2.1. The Competition shall be judged by RGSL faculty members and practising lawyers.

2.2. The oral arguments shall be judged by a bench comprising a minimum of two and a maximum of five judges.

#### **3. Competition participants**

3.1. Teams shall consist of a minimum of two and a maximum of three members. There shall be Two Speakers and One Researcher. Teams without a Researcher shall mention this information during the registration.

3.2. The preparation of the written memorandum shall be the work of the members of the team only. Plagiarism will not be tolerated. Any team found to have plagiarised their written submissions shall be disqualified from participation.

#### **4. Coaches**

4.1. Teams may have coaches. Team coaches cannot sit as judges for the Competition.

4.2. The team coach may advise the team: generally on the topic, recommend the relevant research methods, provide general advice on writing the arguments and on presenting the arguments. It is prohibited for the team coach to develop the arguments on behalf of the Competition participants.

4.3. Any violation of the rules established in Clauses 4.1 or 4.2 shall result in the disqualification of the team.

#### **5. Application for participation and deadlines in the Competition**

5.1. Teams shall submit their applications for participation in the Competition by **30<sup>th</sup> April 2014**.

5.2. After the registration of all the teams, each team shall receive their team participation number.

5.3. The deadline for the submission of written memorandums is **20<sup>th</sup> May 2014**.

5.4. If the memorandum has been submitted after the deadline, the organisers of

the Competition shall accept or reject the memorandum. If the memorandums are accepted after the deadline, the organisers shall award penalties to the team submitting the memorandums with delay.

5.5. The written memorandum shall be submitted via e-mail. The following details are to be mentioned:

- Name of the participants;
- Role of the participants (Two Speakers and One Researcher);
- Team Participation Number;
- Contact information of the team members (Please mention the designated contact person, his/ her e-mail and phone number).

5.6. The communication with the organisers shall be carried out by the designated contact person of the team.

5.7. The organisers shall communicate with the team participants through the designated contact person.

## **B. Written Part of the Competition**

### **6. Form and contents of the written memorandum**

6.1. The memorandum shall be written in academic legal English in accordance with its grammar and style requirements. References shall be properly formatted according to Chicago style of formatting (for more information see the following link [http://www.chicagomanualofstyle.org/tools\\_citationguide.html](http://www.chicagomanualofstyle.org/tools_citationguide.html)).

6.2. Memorandum shall consist of the following parts:

- 6.2.1. Contents;
- 6.2.2. List of authorities;
- 6.2.3. Brief description of the facts of the case;
- 6.2.4. Summary of the case;
- 6.2.5. Analysis of the case.

6.3. The memorandum shall not exceed the length of 20 pages (excluding the Cover page, Contents and the List of authorities).

6.4. The memorandum shall be formatted on A4 pages on one side, observing the following requirements:

- 6.4.1. Space between the lines – 1.5;
- 6.4.2. Font Times New Roman, size 12; size for references – 10;
- 6.4.3. Margin of 2.5 cm on both sides and margin of 2.5 cm at the top and at the bottom.

6.5. The title page shall indicate only the team number. The possibility to identify the authors of the memorandum shall be excluded throughout the text.

### **7. Submission of the memorandum**

7.1. The memorandum shall be submitted by **20<sup>th</sup> May 2014, at 23:59** to the e-mail address: **mootcourt@rgsl.edu.lv**.

## **C. Oral Part of the Competition**

### **8. Participants of the oral arguments of the Competition**

8.1. All teams that have submitted their written memorandum shall be participants in the oral arguments of the Competition.

## **9. Date and place of the Competition**

9.1. Moot court Competition takes place at the premises of Riga Graduate School of Law on 26<sup>th</sup> and 27<sup>th</sup> May 2014.

## **10. Language of the Competition**

10.1 The language for the Competition shall be in English. Only English language written memorandum and oral arguments shall be accepted.

## **11. Rounds of the Competition**

11.1. The Competition shall take place in three rounds:

11.1.1. Preliminary rounds: where each team shall participate twice (Once as Applicants and once as Respondents);

11.1.2. Semi-finals: four teams that have the highest scores from the preliminary rounds shall proceed to the semi-finals (Preliminary round scores shall include scores of the written memorandums);

11.1.3. Final: the winners of the two semi-finals shall proceed to the final of the competition.

## **12. Division of positions**

12.1. Each team participates at the preliminary rounds twice (Once as Applicants and once as Respondents).

12.2. The division of positions shall be determined randomly by the organisers.

## **13. Attendance during oral rounds**

13.1. All teams that have qualified for the oral rounds shall participate in the oral rounds.

13.2. Failure to participate in the oral rounds shall lead to disqualification of the team.

## **14. The course of Competition**

14.1. The Competition shall take place in accordance with the following procedure:

14.1.1. First – the arguments are presented by the Applicant – for no longer than 25 minutes;

14.1.2. Second – the arguments are presented by the Respondent – for no longer than 25 minutes;

14.1.3. Then – the rebuttal is presented by the Applicant – for no longer than 5 minutes;

14.1.4. Then – the sur-rebuttal is presented by the Respondent – for no longer than 5 minutes.

14.2. In the Final each team shall get 35 minutes, excluding rebuttals.

14.3. The participants may request the court to permit additional time to complete their argument.

14.4. Extension or reduction of time is left to the discretion of judges.

### **15. The contents of the presentation**

15.1. The oral arguments shall be based strictly on the written memorandum.

## **D. Evaluation**

### **16. Evaluation of the memorandum**

16.1. Memorandums are evaluated by the judges of the Competition. Additional experts may be invited to evaluate the written memorials.

16.2. Memorandum shall be evaluated according to the following criteria:

16.2.1. Knowledge of the facts and the legal principles directly applicable to the facts – 30 points;

16.2.2. Proper and articulate analysis of the issues involved – 30 points;

16.2.3. Use of authorities – 10 points;

16.2.4. Clarity and organisation – 15 points;

16.2.5. Grammar and style – 15 points.

### **17. Evaluation of the oral arguments**

17.1. Each judge shall assess each team's performance according to the following criteria:

17.1.1. Form of performance (oral performance, style, politeness, observance of procedure) – 15 points;

17.1.2. Content of performance (validity of arguments, logics) – 25 points;

17.1.3. Responses to judges' questions – 25 points;

17.1.4. Originality – 20 points;

17.1.5. Language – 15 points.

## **E. Final clauses**

### **18. Prizes**

18.1. The prize for winners' team is financial contribution of 500.00 EUR (five hundred euro) for the entire team.

### **19. Finality of decisions**

Each decision taken by the judges shall be final and not subject to appeal.

### **20. Responsibility for non-observance of the Rules of Procedure**

20.1. Each participant is entitled to submit to the organisers of the moot court a written complaint, if any violation of the Rules of Procedure becomes known before the notification of the finalists.

20.2. The organisers of the moot court are entitled to deduct from the respective team no more than 20 points; however, in especially severe cases team disqualification is possible.

E-mail to contact for additional questions: **[mootcourt@rgsl.edu.lv](mailto:mootcourt@rgsl.edu.lv)**

Additional information may also be obtained at the official page of the moot  
**[sa.rgsl.lv/moot-court](http://sa.rgsl.lv/moot-court)**