

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 Riga Graduate School of Law in association with 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).

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

2. Judges of the Competition

2.1. The Competition shall be judged by eminent members of academia, legal professionals and judges.

2.2. The oral arguments shall be judged by a bench comprising a minimum of two and a maximum of seven 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 **28th February 2015**.

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 **28th February 2015**.

5.4. If the memorandum has been submitted after the deadline, the organisers of the Competition shall have the discretion to accept 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 Memorandums shall be assessed and the top 16 teams shall proceed to the oral rounds. Under exceptional circumstances, the organisers may increase the limit to 20 teams.

5.6. 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).

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

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

B. Written Part of the Competition

1. Form and contents of the written memorandum

1.1. 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).

1.2. Memorandum shall consist of the following parts:

- 1.2.1. Contents;
- 1.2.2. List of authorities;
- 1.2.3. Brief description of the facts of the case;
- 1.2.4. Summary of the case;
- 1.2.5. Analysis of the case.

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

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

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

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

2. Submission of the memorandum

The memorandum shall be submitted by **28th February 2015, at 23:59 GMT** to the e-mail address: **mootcourt@rgsl.edu.lv**.

C. Oral Part of the Competition

8. Participants of the oral arguments of the Competition

Admission of Teams to Oral Rounds is based on the Memorandum scores.

9. Date and place of the Competition

Moot court Competition takes place at the premises of Riga Graduate School of Law between **15th and 17th April 2015**.

10. Language of the Competition

The Competition shall be held in English.

11. Rounds of the Competition

11.1. The Competition shall take place in four rounds:

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

11.1.2. Quarter-finals: Eight teams that have the highest scores shall proceed to the quarterfinals. Each team shall participate twice. (Once as Applicant and once as Respondent);

11.1.3. Semi-finals: Four teams that have the highest scores from the quarterfinals shall proceed to the semi-finals. Each team shall participate twice. (Once as Applicant and once as Respondent);

11.1.4. Final: The winners of the semi-finals shall proceed to the final of the competition.

12. Division of positions

12.1. Each team participates at the first 3 rounds twice (Once as Applicant and once as Respondent).

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. Each team shall get 35 minutes in the quarterfinal and semi-final rounds,, excluding rebuttals.
- 14.3 Each team shall get 45 minutes in the finals, excluding rebuttals.
- 14.4. The participants may request the court to permit additional time to complete their argument.
- 14.5. 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 on the written memorandum. The judges of the competition shall allow additional arguments at their discretion.

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) – 20 points;
 - 17.1.2. Content of performance (validity of arguments, logics) – 20 points;
 - 17.1.3. Responses to judges' questions – 10 points;
 - 17.1.4. Originality – 10 points;
 - 17.1.5. Team work – 10 points.

E. Final clauses

18. Finality of decisions

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

19. Responsibility for non-observance of the Rules of Procedure

- 19.1. 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.
- 19.2. 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.