



Norwegian Helsinki Committee/
CILRAP-Case Matrix Network
Documentation solutions



Norwegian
Helsinki Committee



About our work

Since 2010, the Norwegian Helsinki Committee (NHC) has cooperated with CILRAP-Case Matrix Network (CMN) in developing documentation solutions for the North Caucasus/Russia at our Natalya Estemirova Documentation Centre (NEDC). Currently, there are similar projects ongoing in Ukraine (Crimea, Eastern Ukraine conflict areas). The NHC is also member of the Advisory Council of the International Accountability Platform for Belarus, which is led by the Danish “Dignity”), and advise local partners there about documentation work.

The main financial supporter of NHC’s documentation portfolio is the Norwegian Ministry of Foreign Affairs. Several private and state-funded foundations around the world provide additional support.

Providing training to local human rights workers in documenting human rights violations and international crimes. Such competence building improves the quality of documentation and its adaptation for future use (such as criminal investigations and prosecutions, thematic studies, statistics, etc.)

The NHC/CMN methodology includes the following elements:

Digital preservation of documentation

Digitalizing, collecting, and securing all relevant material, including establishing special arrangement for safekeeping of original documents. The material is scanned and uploaded to a server via a (secure?) cloud solution.

Improving documentation work

Developing electronic archives/databases by registering information in terms of geography, time, categorization of crimes, verification (*i.a.* by comparing information about the same event from several sources) and other forms of legal, statistical or factual analysis. The NHC/CMN builds teams of analysts to conduct such work.

Systematization and analysis of documentation

Developing electronic archives/databases by registering information in terms of geography, time, categorization of crimes, verification (*i.a.* by comparing information about the same event from several sources) and other forms of legal, statistical or factual analysis. The NHC/CMN builds teams of analysts to conduct such work.

Screenshots from I-DOC.

The left screenshot displays the 'Core typology of evidence' interface, which includes dropdown menus for various types of information such as 'Incident-based information', 'Names of victims mentioned', 'Linkage and involvement', 'Responsible organizational unit mentioned', 'Contextual facts', and 'Special operation'. The right screenshot shows the 'Case HR' interface, which includes tabs for 'Victims', 'Incidents', and 'Suspects'. A detailed view of a victim entry is shown, listing ID 73125, Akhulgova Bikhan, and an incident ID 1400, 'Похищение и исчезновение жителя Урус-Мартана, январь 2003'.

I-DOC¹

¹ The concept of this tool has been developed by Ilia Utmedilze, Director of CMN, drawing on the taxonomies of the International Criminal Court (ICC) Case Matrix and the CMN team of experts.

In developing electronic archives/databases, an application called the *Investigation Documentation System* (I-DOC) is used. It is a tool for storing material relevant to serious violations of international human rights and criminal law, that facilitates analysis, investigation, case preparation, litigation and later proceedings.

- **I-DOC** provides capabilities to catalogue documentation and evidence, criminal incidents and contextual facts, suspects and institutions involved, victims and witnesses, as well as legally protected property and objects.
- **The structure** of the database offers effective overview of the above information categories as well as the possibility to map and analyse different patterns of crimes and linkages.
- **It includes** functionalities to build criminal and human rights cases based on these information categories, including utilizing the Matrix function for analysis based on the legal requirements.

The screenshot shows the 'Victims' section of the I-DOC application. It displays a person's profile with ID 63408, created on 15/08/2016 at 12:13. The profile includes fields for Family name, First name, Middle name, Nickname/Alias/Other name, Identity number, Gender (M), Number of collective victims, Date of birth, Geography of birth - Country (Russian Federation), Geography of birth - Province (The Chechen Republic), Geography of birth - District (Грозненский (сельский) район), Geography of birth - City/town, Geography of birth - Address, Nationality / Citizenship (Russian Federation), Ethical belonging, Religion, Age Category (Adult), Number of children, Occupation, Occupation (written), and Marital status. To the right, there is a 'Cluster' and 'Linking' section with numbered items 1 through 4.

Examples of the electronic archives/databases used by application called I-DOC.

Increasing information security

Providing access to information and outreach

Handling issues of security, confidentiality, privacy and copyrights of deposited material.

Designing strategies for disseminating information based on thematic, case or issue-based analysis of deposited material, including strategies on public outreach, accessibility criteria etc.

Legal Framework

The main legal framework for gathering and systematizing documentation of abuses is international criminal law as codified in the 1998 Rome Statute of the ICC and other relevant international and national legal sources. International criminal law comprises crimes against humanity, war crimes, genocide, and the crime of aggression.

Documentation is also analysed in terms of violations of international human rights law as defined in UN Human Rights Treaties.

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