

SESSION 4

COLLECTING DATA AND INFORMATION

International Protocol on Documenting Violations of Religious Freedom

RELIGIOUS FREEDOM INSTITUTE



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FREEDOM
INSTITUTE

THIS SESSION

1. General issues surrounding the collection process
2. The Documentation Protocol
3. Taking a person's account
4. Reminder: Harness the technology

HOW DOES WHAT
WE HAVE BEEN
DISCUSSING IN
PREVIOUS THREE
SESSIONS FEED
INTO THIS
ACTIVITY?



FOUR KEY PRINCIPLES

Harm
reduction

Informed
consent

Confidentiality

Manage
expectations

ARE YOU DOING ANYTHING UNLAWFUL?

WHAT LAW ALLOWS YOU TO ENGAGE IN DOCUMENTATION OR FACTFINDING?

Tip: To avoid trouble with the authorities, do not use terms such as 'investigation', 'statement' and 'evidence'. If asked, it is better to call what you do 'documentation', or 'factfinding'.

1. GENERAL ISSUES SURROUNDING THE COLLECTION PROCESS

GENERAL STANDARDS FOR HIGH-QUALITY INFORMATION

[international legal standards]



When assessing information, judicial bodies consider:

- **Relevance**: is the information about the incident?
- **Probative value**: the extent to which information proves or disproves an issue at trial
 - **Credibility**: is the information believable?
 - **Accuracy**: is the information precise and consistent?
 - **Reliability**: is the source of the information reliable?
 - **Authenticity** (for documentary information only): is the origin of the information clear?
- **Corroboration**: is the information confirmed or supported by other information?
- **Weight**: what importance should be given to this information?

PHYSICAL	DOCUMENTARY	TESTIMONIAL
Computers, Equipment, Weapons, Clothing, Scientific information: DNA and fingerprints.	Official documents, Private letters, Emails, Databases, Maps, Photographs, Videos, Audio recordings (eg of testimonies).	Survivors, Witnesses, Suspects, Third parties

METHODS TO COLLECT INFORMATION



DIRECT OBSERVATION: direct observation and recording of an incident in real time.



ON-SITE VISITS: travel to location of incident.



INDIVIDUAL INTERVIEWS: with stakeholders or persons involved.



FOCUS GROUPS: small group of people involved in an incident or representative of stakeholders.



SURVEYS: quantitative information from many sources.



RESEARCH: e.g. can gather information from online materials

QUESTIONS TO ASK YOURSELF TO GUIDE THE SEARCH FOR BEST QUALITY INFORMATION

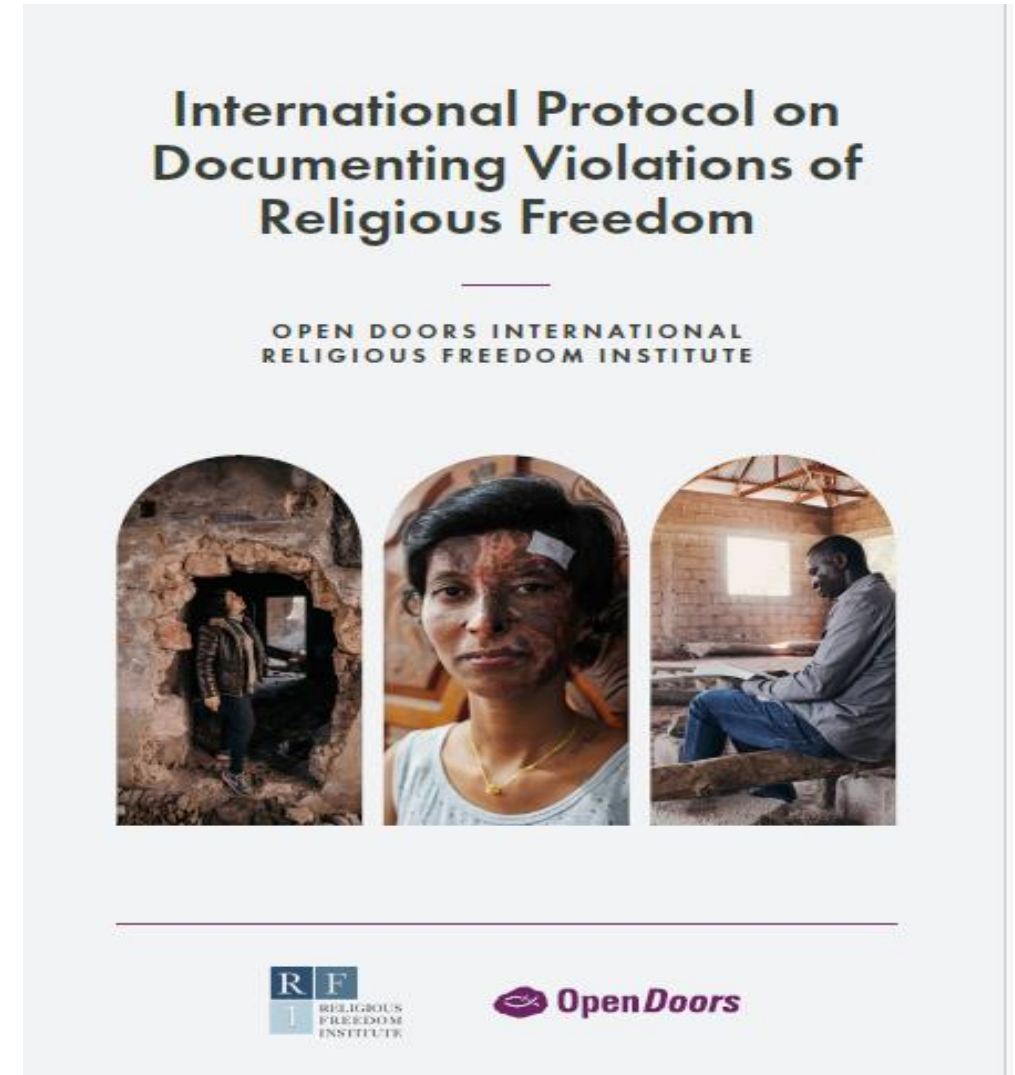
- First-hand: was this information obtained or observed directly?
- Detailed: is the information spontaneously detailed or the result of enhancement?
- Consistent: is all the information given consistent?
- Corroborated from several angles: do other sources confirm the information?
- Demonstrates a pattern: does the information show a regular practice?
- Temporal: how old is the information?

2. THE DOCUMENTATION PROTOCOL

SEE THE DOCUMENTATION PROTOCOL

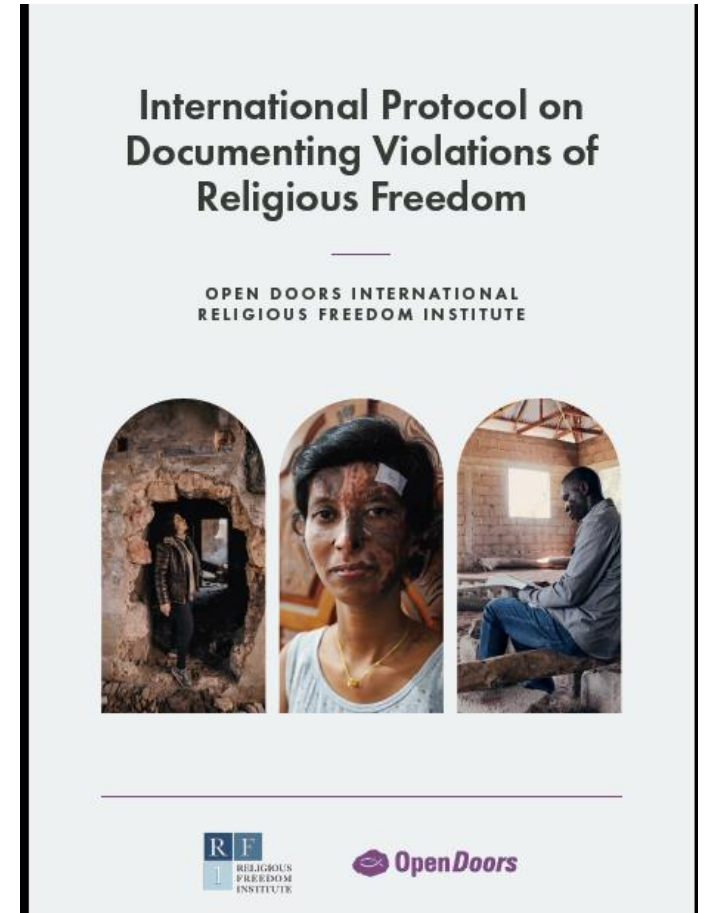
DOCUMENTARY INFORMATION: pp
80-92

1. COLLECTING AND PRESERVING
DOCUMENTARY INFORMATION
2. COLLECTING AND PRESERVING
DIGITAL INFORMATION
3. AUTHENTICATING
DOCUMENTARY INFORMATION



TESTIMONIAL INFORMATION: pp 92-103

1. PREPARING THE INTERVIEW:
Developing an Interview Plan
2. ARRANGING THE INTERVIEW
Interview Logistics
3. CONDUCTING THE INTERVIEW
 - (a) Engaging with the Interviewee
 - (b) Obtaining the Account
4. CLOSING THE INTERVIEW

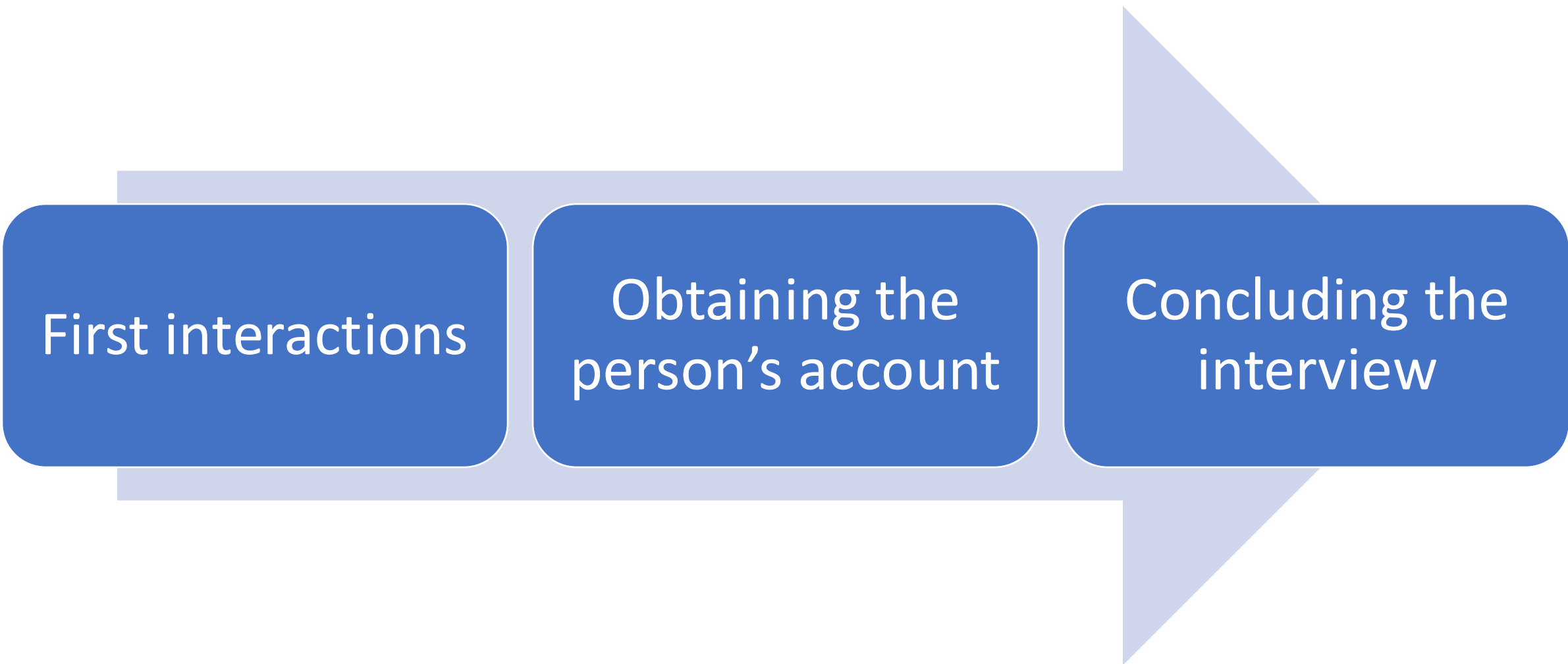


TEMPLATES IN THE
DOCUMENTATION
PROTOCOL:
DOCUMENTATION
FOLDER
TEMPLATES/SAMPLES

pp 152-158

Participant Code Sheet
Communications Log
Physical Communication Log
Participant Interview Log
Chain of Custody Information
Tag for Evidence Envelope (Physical
Information, Including Documents)
Notes of Activities or Activity Log

Be structured in how you approach your interview



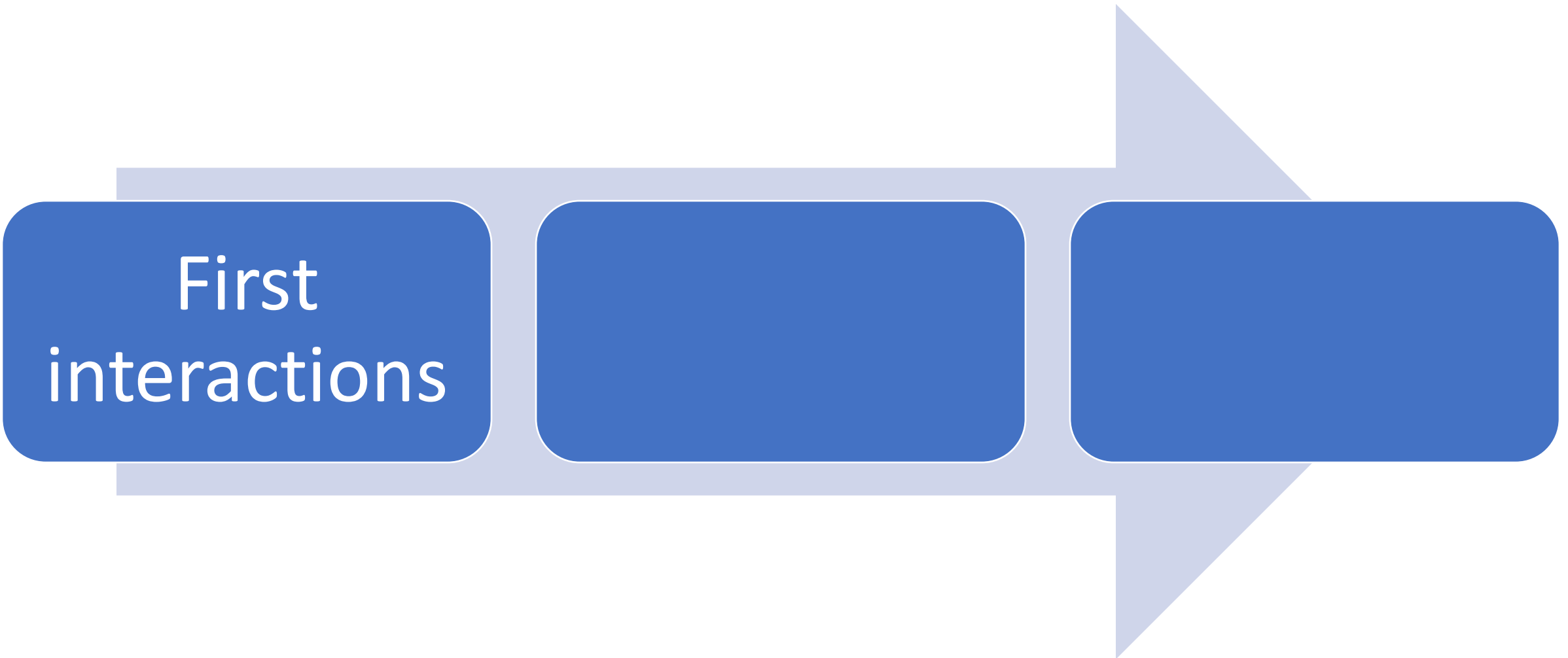
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graph LR; A[First interactions] --> B[Obtaining the person's account]; B --> C[Concluding the interview];
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First interactions

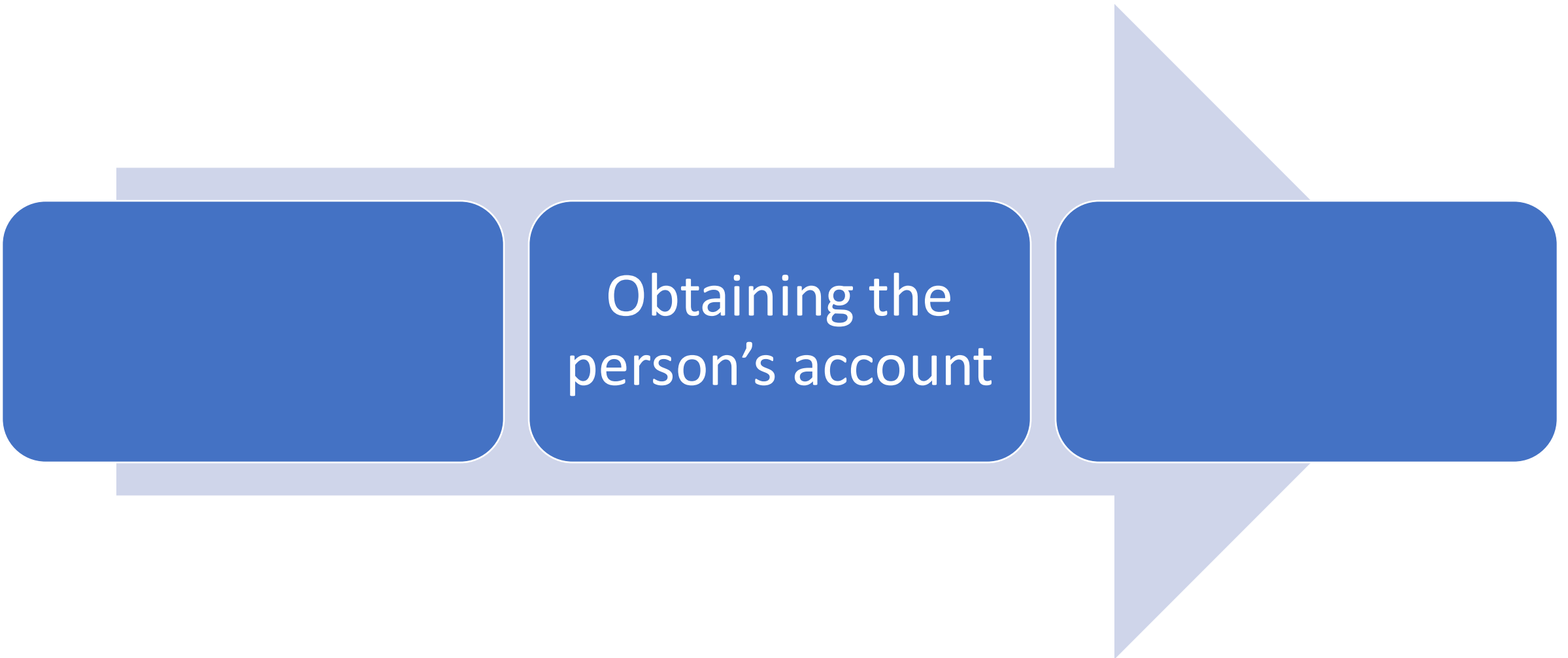
Obtaining the
person's account

Concluding the
interview

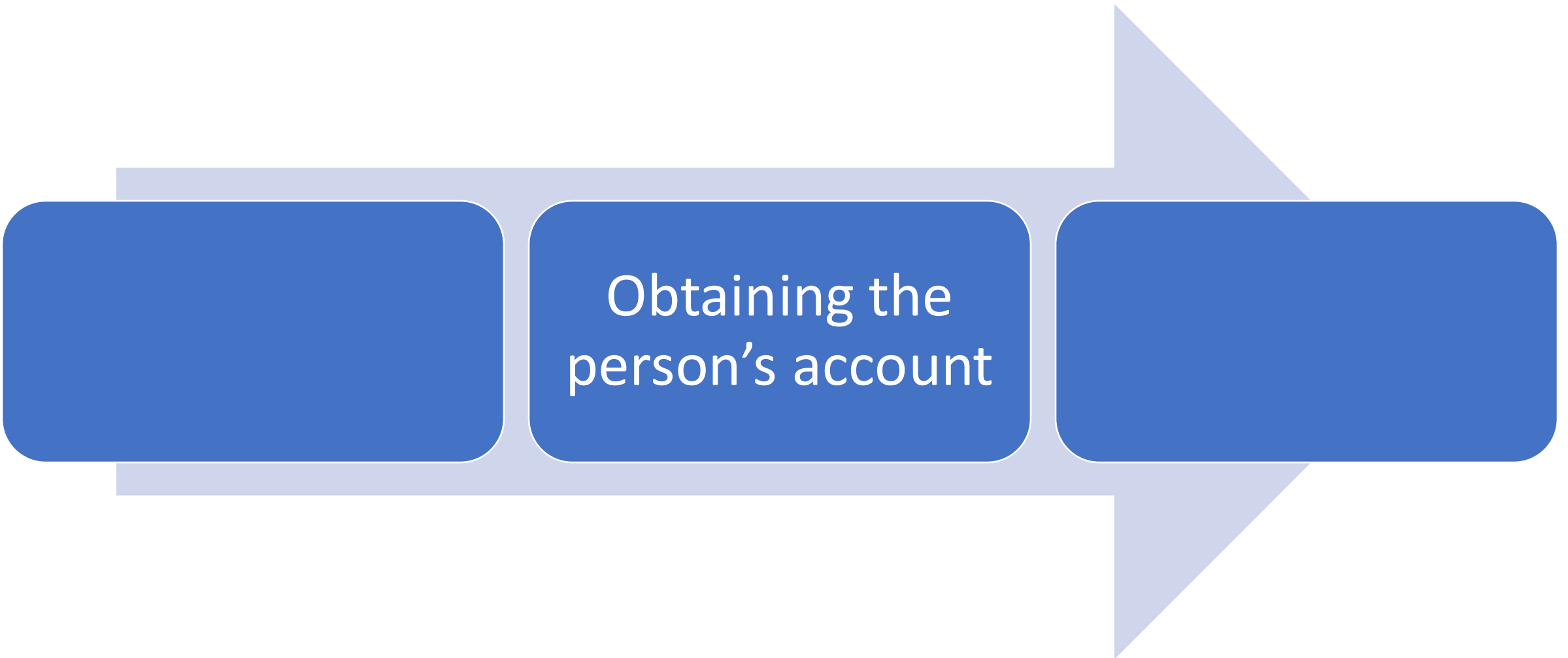
Be structured in how you approach your interview



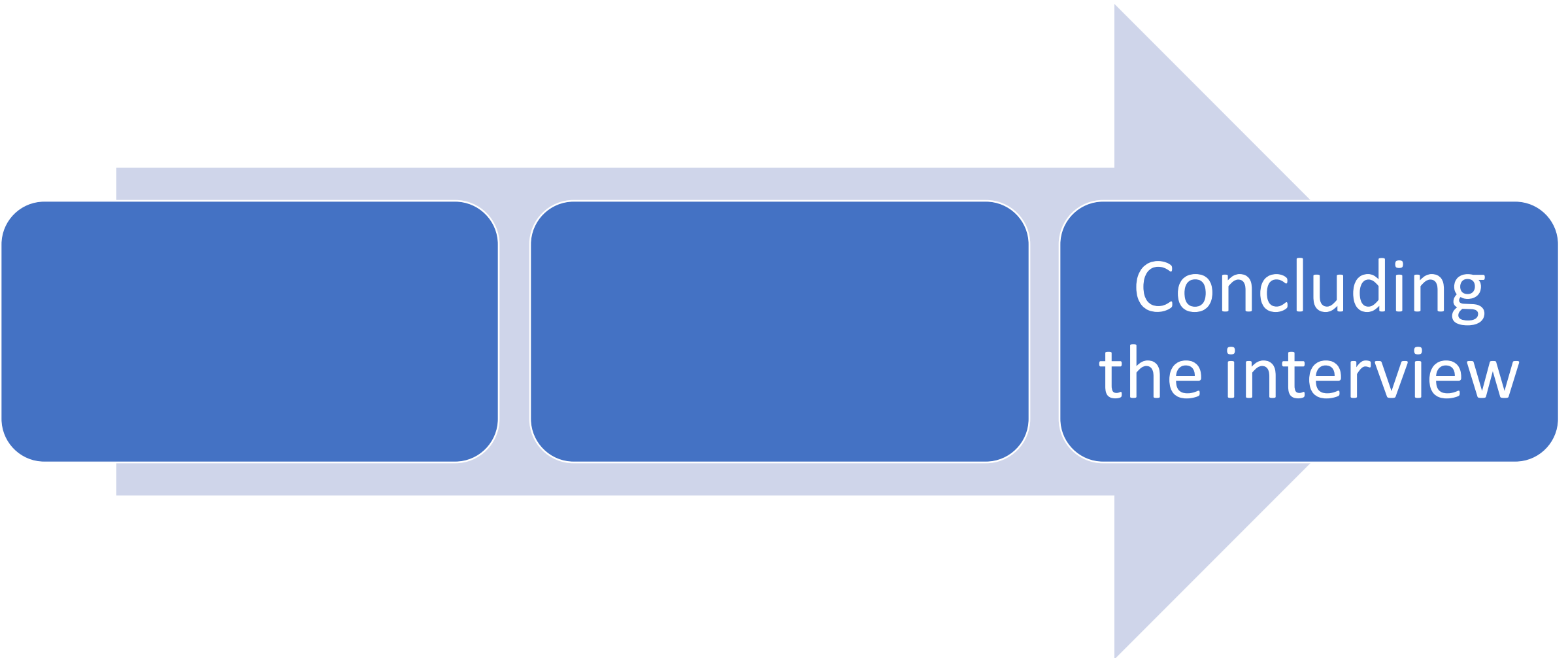
Be structured in how you approach your interview



Be structured in how you approach your interview



Be structured in how you approach your interview



3. TAKING A PERSON'S ACCOUNT

Guiding principles

The Five W-H
questions:
Who, What,
When, Where,
Why, How

The TED
questions:
Tell, Explain,
Describe

<i>AVOID</i> FRAMING QUESTIONS LIKE THIS	<i>DO</i> FRAME QUESTIONS LIKE THIS
“Was the boy carrying a gun or a machete?”	“Was the boy carrying anything?”
“Did you hear the commander ordering to attack civilians?”	“Did you hear the commander speaking?” “What did the Commander say?”
“Were the fighters wearing army fatigues?”	“What were those fighting wearing?”
“Were the men behaving aggressively, or were they just angry, or perhaps irritated, did they shout.... maybe you could say something about how they were behaving?”	“How did the men behave?”

EXAMPLES OF 'OPEN ENDED QUESTIONS'

HOWEVER.....

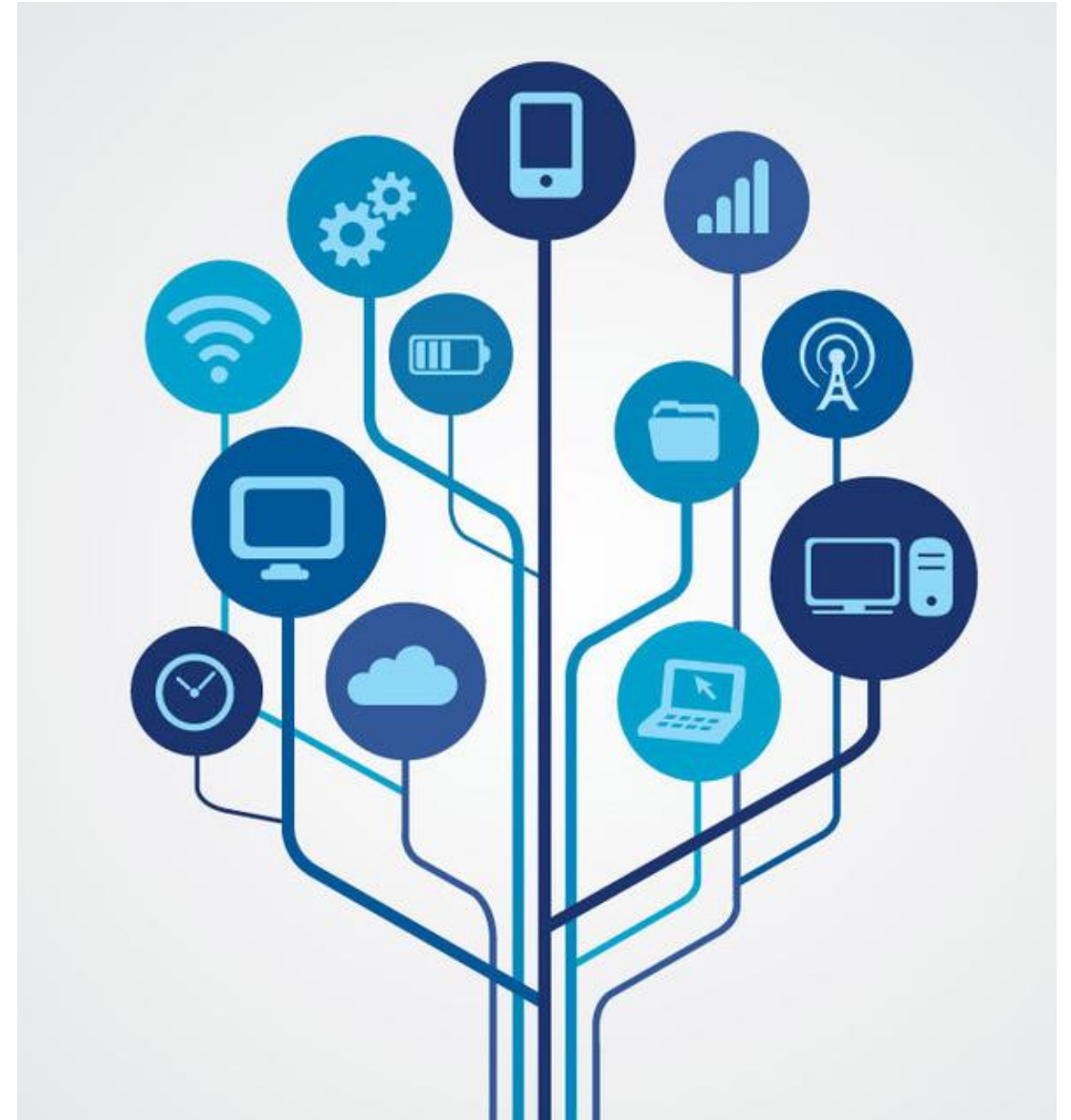
DO **NOT** CONDUCT IN-DEPTH INTERVIEWS WITH
SURVIVORS AND EYE-WITNESSES TO CRIMES.

TAKE THE **BROAD DETAILS ONLY** TO
AVOID INTERFERING WITH CRIMINAL JUSTICE
PROCESSES AND RE-TRAUMATISING THE PERSON.

Ideally, a person should be interviewed only once with the level of detail required for judicial proceedings. Such interviews should be conducted by the competent investigative authorities. Refrain from taking detailed account from vulnerable persons, in particular from traumatised persons and children.

IF YOU HAVE ALREADY BEEN
CONDUCTING INTERVIEWS, DOES
THIS DIFFER FROM WHAT YOU HAVE
BEEN DOING?

4. REMINDER FROM EARLIER SESSION: HARNESS THE BENEFITS OF TECHNOLOGY!



AVOID KEEPING ANYTHING
CONFIDENTIAL ON YOU AS YOU
TRAVEL AROUND.

UPLOAD TO A ***SAFE*** CLOUD
STORAGE ***AS SOON AS POSSIBLE***

SAFER FILMING ON YOUR SMARTPHONE

Controlled Capture Apps seek to record reliable footage, they record and embed information that demonstrates authenticity of footage.

One that could be useful is the [International Bar Association's Eyewitness to Atrocities app](#) for Android smartphones

[see the USB for a guide on using it]

eyeWitness to Atrocities

Who We Are

eyeWitness to Atrocities (eyeWitness), initiated by the International Bar Association, combines law and technology to promote accountability for the worst international crimes such as genocide, crimes against humanity, and war crimes, by providing an innovative system that addresses existing pitfalls. We support activists around the world to capture verifiable photos, videos, and audio of serious human rights violations for accountability purposes.

We do this in three ways:

- Providing a free and easy-to-use [app for Android smartphones](#) that captures photos, videos, and audio with unmodifiable metadata at the time the footage was captured;
- Storing the footage in a digital evidence locker that eyeWitness maintains and keeping a trusted chain of custody for the footage;
- Ensuring the captured information is processed for justice.

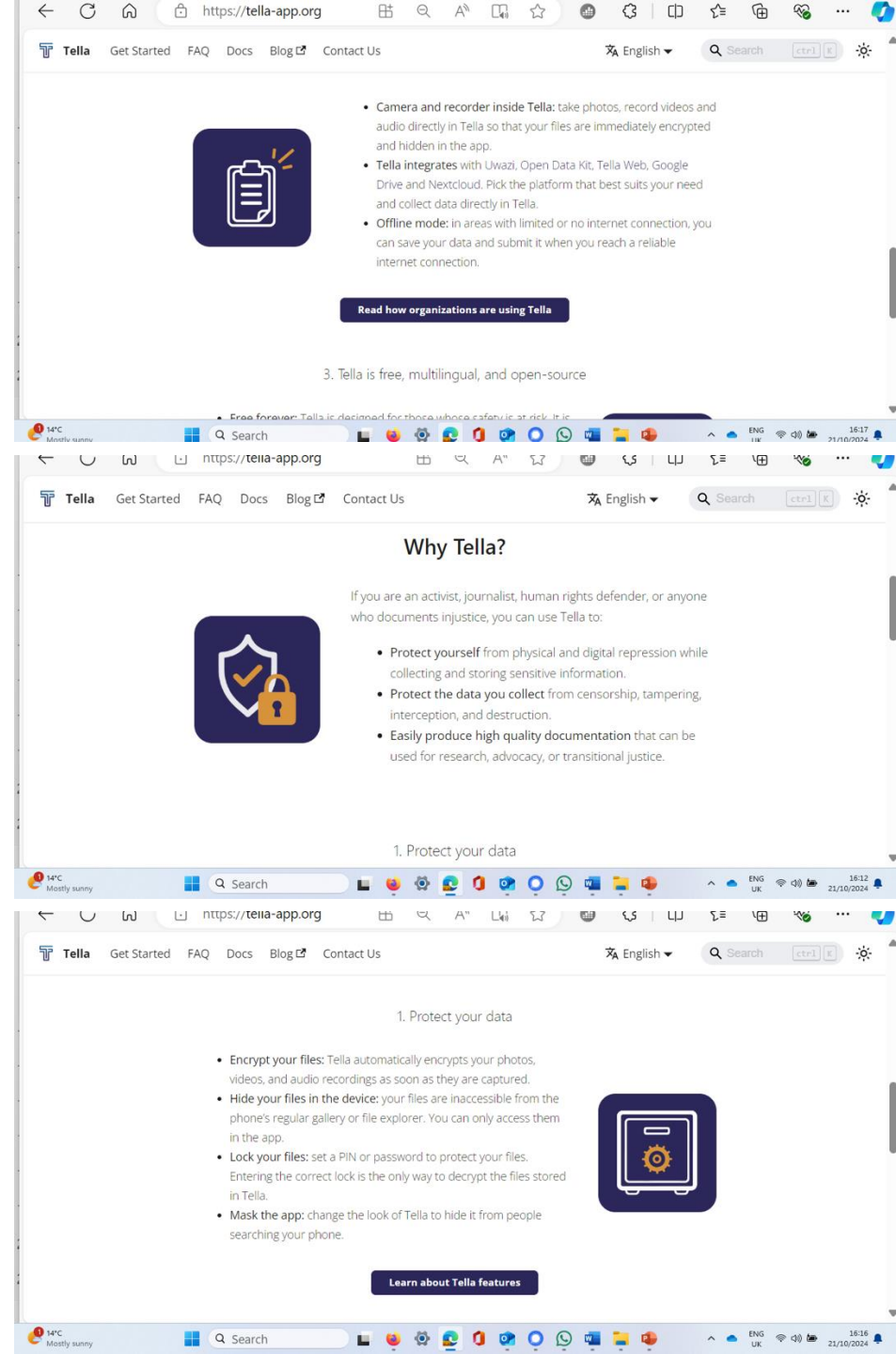
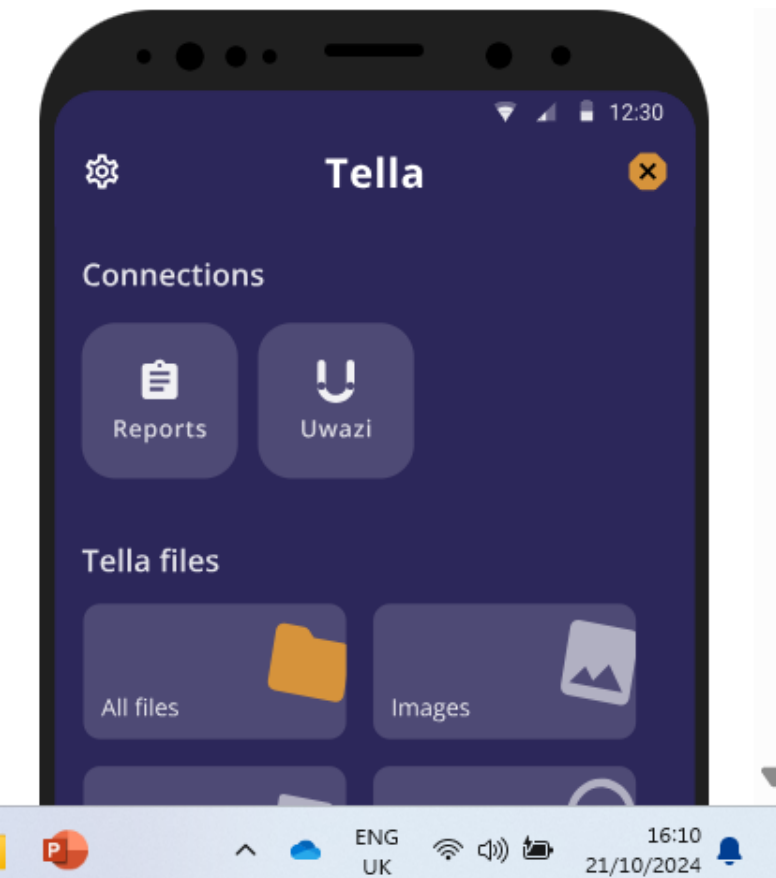
Read more about eyeWitness: www.eyewitness.global

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📞 +44 7394 090274





KEEPING THE METADATA ON SMARTPHONE PHOTOGRAPHS & VIDEOS ON WHATSAPP

- Enable data collection on your phone
- Take a photo and save the photo onto your phone, and then send it in a safe app as an attachment. Then delete it.
- Do NOT take the photo in the app and send it directly.

Great tips at Amnesty International's website: [Sending encrypted photos while preserving metadata - Citizen Evidence Lab](#)

SAVING YOUTUBE VIDEOS (1)

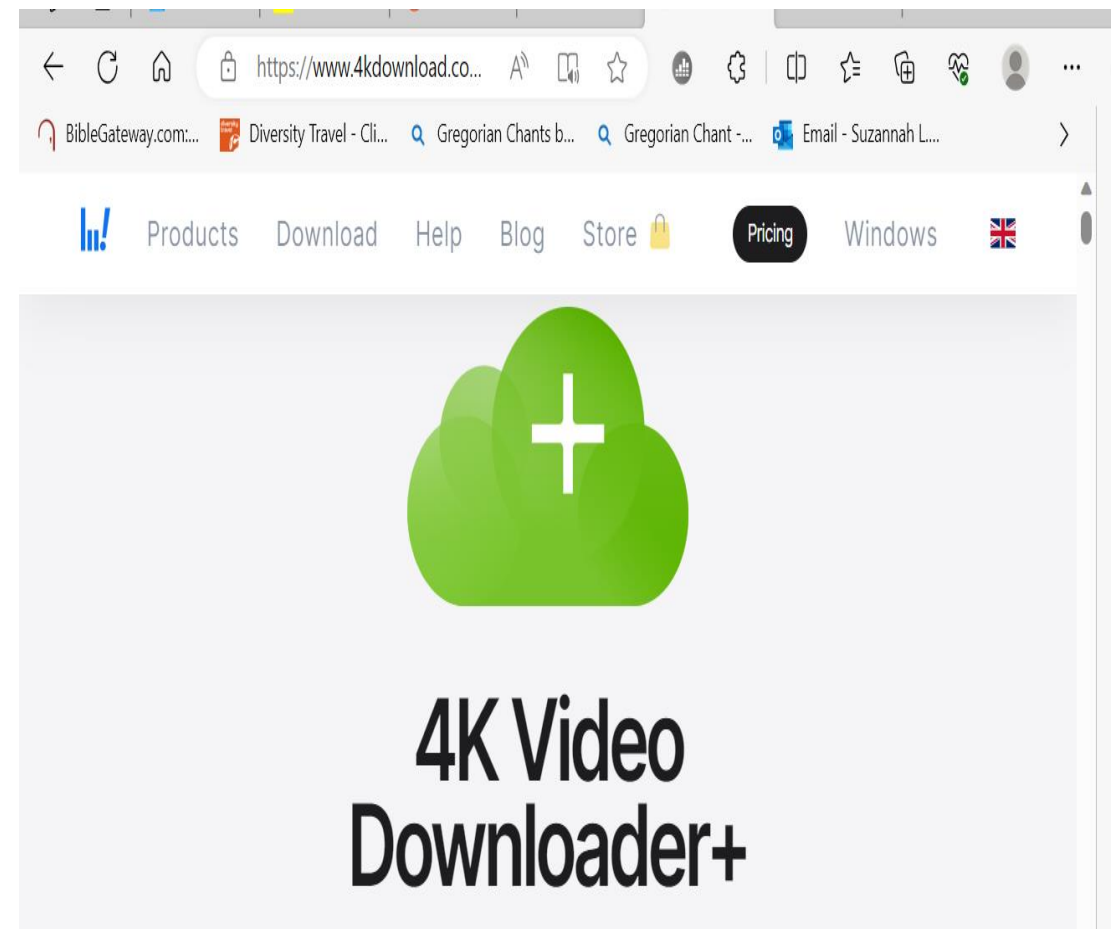
Essential for preservation of the videos.

4K Video Downloader+
Used by Amnesty International

Step 1: go to <http://www.4kdownload.com/products/product-videodownloader> to install the [4K Video Downloader](#)

Step 2: Copy the video link (or channel/playlist link, respectively)

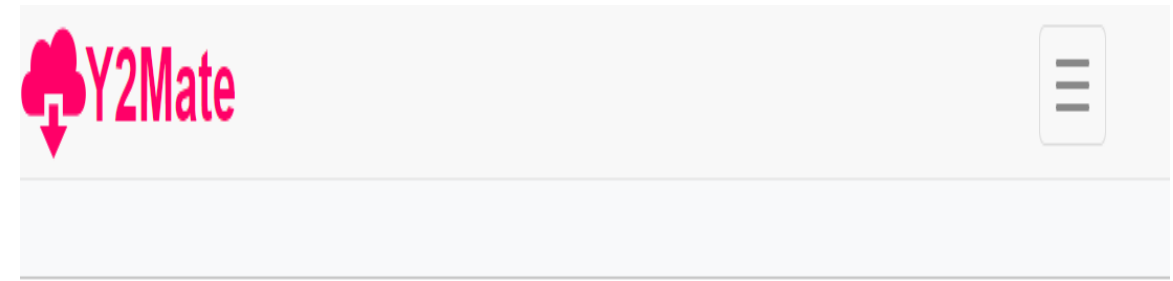
Step 3: Open 4K Video Downloader on your computer and click "Paste URL"



SAVING YOUTUBE VIDEOS (2)

Y2Mate: <https://en1.y2mate.is/CUE/>

No need to download any software



Youtube Downloader

 x Start →

By using our service you are accepting our terms of service.

Step 1: Copy the video link (or channel/playlist link, respectively)

Step 2: Paste it into Y2Mate: <https://en1.y2mate.is/CUE/>

Step 3: Download it using the options on the Y2Mate page

5. ACTIVITY

ACTIVITY 1

<https://youtu.be/OYFqTeQfnaY> Uganda school attack survivor speaks of ordeal | Al Jazeera Newsfeed [2.49 mins]

Together with the person sitting next to you, please consider the following:

1. How would you prepare for interviewing this youth?
2. Can you frame five questions to ask him?



UGANDA

SCHOOL ATTACK SURVIVOR

ACTIVITY 2

<https://youtu.be/zlGLuT04Vjc> Escaped Chibok girl tells her story, CNN [2.05 mins]

Together with the person sitting next to you, please consider the following:

1. How would you prepare for interviewing this young woman?
2. Can you frame a maximum five questions to ask?

