



# HUNGARIAN HELSINKI COMMITTEE

H-1054 Budapest, Bajcsy-Zsilinszky street 36-38. I/12.

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## REPORTING FORM FOR NGOs OR VOLUNTEERS ON ABUSES COMMITTED AT THE HUNGARIAN BORDER

What is the Hungarian Helsinki Committee?

The Hungarian Helsinki Committee (HHC) is a human rights NGO providing free legal help to people who are in need of international protection. The HHC helps asylum-seekers to the Hungarian asylum procedure, provides free legal information and representation to people in their individual asylum cases, and advocates for a more humane asylum system. The lawyers of the HHC can also represent the victims of abuse in specific cases where there is enough evidence to suggest that the victims were abused or have suffered ill-treatment by Hungarian authorities or officials.

What is this form for?

This form helps people to conduct a structured interview with a victim of abuse in order to collect and organise all the relevant information of the incident. Reporting abuse committed by members of the Hungarian authorities along the lines of this form is very important, even if the victims of abuse do not want to start a criminal procedure against the Hungarian authorities. This form does not automatically result in a formal report to the Hungarian authorities but provides the necessary basis to do so.

How to submit this form?

You can either send us the form with any additional relevant materials (photos, scans, videos, voice recordings) to [helsinki@helsinki.hu](mailto:helsinki@helsinki.hu) or you can fill it out online at <http://goo.gl/forms/39IbPHaUzm3WwTp73>.

What happens after submitting this form?

If the HHC is provided with the names of the victims, we will attempt to locate them in the Hungarian open and closed asylum centres. We will also attempt to bring these cases in an anonymized form to the attention of the relevant authorities. The lawyers of the HHC will provide legal information to everybody who states that they have been abused by the Hungarian authorities. However, the lawyers of the HHC can decide freely in which cases they consider the evidence for the abuse sufficient enough to provide legal representation in a criminal procedure started against a Hungarian official. The HHC will only provide legal representation in individual cases to those victims who ask for the help of the HHC and who sign a power of attorney with a lawyer of the HHC. The HHC keeps all the personal information shared with the HHC fully confidential and will not disclose them to third parties.

Please note that the victim of the reported abuse needs to give his/her informed consent to be interviewed and that the testimony be recorded.



Magyar Helsinki Bizottság

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## 1. Name of the Victim of the Incident

Name:

Abbreviation of name (if the person is not willing to share her/his full name):

Other names used in different countries:

Please note that the lawyers of the HHC can only find the victim in Hungary if the person is willing to give her/his name.

## 2. Personal Data

Place and date of birth:

Nationality/citizenship:

Sex:

Languages spoken by the victim:

Names of family members travelling with the victim of abuse (please also indicate the type of family relationship between the family member and the victim of abuse):

Vulnerability:

## 3. Description of the Incident

When you talk to the victim, please also ask the following questions from her/him. Please note that getting the answers to these questions is still important even if the victim does not wish to start a procedure against the offenders. If the victim agrees, these questions can also be recorded by a camera/telephone or any device which can record moving images or voice.

- Where and how were you abused/ill-treated?
- When exactly did the abuse happen and how long did it last?
- How many people took part in the abuse against you?
- Were there any policemen or soldiers involved in the abuse?
- Would you recognize the abusers if you saw them again?
- What uniforms/clothes were the abusers wearing? (E.g. colour of clothes, shape and colour of hat, camouflage.)
- Do you remember any distinctive element on the uniforms of the abusers? (E.g. number, sign.)
- Who else was present when the incident happened?
- Did you see cars, helicopters or any other vehicles? If yes, could you describe them?
- Are there any people who witnessed what happened?
- Are the witnesses willing to testify, if a procedure starts against the offenders? (If yes, please collect the contact information of the witnesses.)
- Did the offenders use any equipment against you? (E.g. truncheon, baton, any stick, stones, pepper spray, gas spray, weapon of any kind.)
- Did they use dogs to attack you? If yes, how many dogs were involved in the abuse?
- Did they say anything to you?
- Did you say anything to them?
- Did you suffer any injuries?
- Did any doctor or medical assistant see or treat your injuries?
- Do you have any medical paper about the injuries you suffered? If yes, are you willing to share these medical papers with us?
- Did you report/make a complaint about the abuse to any authority or any NGO? If yes, to whom and when?
- Were you interviewed by any authority after the abuse? If yes, do you have the interview papers with you? Are you willing to share the interview papers with us? Were there any translation available at the interview?



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### 4. Injuries Suffered by the Victim

If the person has not been to a doctor/medical assistant, please make sure that the victim is treated by a doctor/medical assistant as soon as possible. Please make sure that the doctor/medical assistant writes a medical report about the injuries of the victim. Please make sure that the medical report includes all the injuries which are visible on the victim's body. If the victim has/gets medical papers about the injuries and is willing to share these with you, please take a good quality photo of these medical papers.

If the victim agrees, please take a photo/video of her/his injuries. The images of the injuries are still worth recording even if the victim does not wish to start a criminal procedure against the offenders. If you take a photo, please take pictures from more angles and please take pictures where the victim's face and the injured body part can also be seen on the same picture (in order to prove that the injury belongs to the victim).

### 5. Contact Information of the Victim

Please make sure to ask for as much contact information of the victim as possible. If a criminal procedure starts against any accused official, it is very important to keep the contact with the victim, even if the victim goes to another country.

Telephone number:

Email address:

Facebook profile:

Whatsapp number:

Viber number:

Contact information of a family member of the victim:

Any other contact information:

### 6. Further Information for Victims of Abuse

Please inform the victims of abuse that every personal information which is shared with the HHC will be kept fully confidential by the HHC. Please inform the victims that the brutality of the authorities can only be stopped if the victims share these stories and if they seek the help of lawyers. Please inform the victims that if the victims decide to start a procedure against the authorities, they do not have to stay in Hungary if they do not want to.

Thank you for helping the work of the Hungarian Helsinki Committee by using this form to eliminate ill-treatment against refugees.