



Financed by the Justice Programme of the European Union

# Pro Victims Justice through an Enhanced Rights Protection and Stakeholders Cooperation

## VICTIMS OF CRIMES BOOKLET

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# Victims of crimes booklet

- ▶ A 20 pages document, compiling presentation of the rights and of the judicial procedures (from investigation phase until end of the criminal trial) using common terminology (and not complex legal terminology) to explain to the victims of crimes the steps that need to be followed when accessing the justice system. *TimesNewRoman, 12 font size, single space.*
- ▶ Targeted victims: victims of human trafficking; victims of gender based violence/domestic violence; victims of sexual assaults; victims of hate crimes; victims of terrorism acts.
- ▶ The Booklet will be written in English and translated by the partners in their language (RO, BG, DE, SE).
- ▶ **Partners (Romania, Bulgaria, Germany, Swden) to send their contribution to the Booklet until 15 May 2018**

# Victims of crimes booklet

- ▶ **The final version of the Booklet** *ready in June 2018*
- ▶ **The Booklet will be printed** *in September 2018 in 500 copies / Romania; 150 copies / Germany; 500 copies / Bulgaria; 300 copies / Sweden.*
- ▶ The printed version will be distributed to police units, courts, local bars, special centers and NGOs that come into contact with victims of crimes (*the stakeholders to distribute the material directly to the victims*). *Target stakeholders from different regions of each country (Romania, Bulgaria, Germany, Sweden). Not limited only to the partner's city.*

# Victims of crimes booklet

- ▶ **The Booklet information** will be accesible also by downloading, an **App Application** (developed by a Romanian IT company):
- ▶ *Two ways of accesing the information by the victims :*
  - Printed version (victims with no financial resources to aquire an iPhone/ other technologies to visualise the online information)
  - App application (victims that have necessary tehcnology to download it)
- ▶ **A Flyer** (1 page) *with instructions on how to download the App Application and get access to the information.* The flyer to be developed by the Romanian IT Company and translated in RO, BG, DE, SE. **The flyer will be ready in September 2018**
- ▶ Flyer Distribution (*together with Victims' Booklet*) towards police units, courts, special centers, NGOs who directly come into contact with victims of crimes. *The flyer to arrive to the victims of crimes.*
- ▶ *Flyer copies distributed : 1000 / Romania; 500 / Germany; 500 / Sweden; 800 / Bulgaria*

# Victims of crimes booklet

## ► Victims Booklet Content Structure

**20 pages document** : 5 pages Romanian procedures

5 pages Bulgarian procedures

5 pages Germany procedures

5 pages Sweden procedures

**A general description of the victims rights and of the legal procedures in which victims are to be involved: police/investigation phase, prosecution phase, court phase in domestic and cross-border cases** (based on the Criminal Code, Criminal Procedural Code, other laws which stipulate the procedural steps that a victim (injured party) has to go through).

Emphasize in the document that these procedures target any type of victim.

If there are some procedural peculiarities for some victims, briefly state in what they consist (*example the protection order / restraining order / domestic violence*)

Available websites from where the laws can be read/accessed should be indicated in the document.

# Victims of crimes booklet

- ▶ In case of further information available on other websites, the partners will use footnotes.
- ▶ The Font size / publications has to be respected by all partners. (Times New Roman, 12 font, single space, full page writing). In case of the footnotes TimesNewRoman 11 font size.

# Victims of crimes booklet

## ▶ **IMPACT ASSESSMENT QUESTIONNAIRE**

-developed by Pro Refugiu Association (& Partners input) 2 pages document.

-distributed to stakeholders in **October – December 2018** in the same time with the materials (Victims Booklet & Flyer / App Application)

## ▶ **Questionnaire Content**

- A set of questions to collect information on :

- number of victims of crimes that received the Booklet and/or the flyer (statistics structured/types of illegal acts). Indicate e.g from 1 to 55 / from 56 until 100 etc....(if the stakeholders do not provide exact number). The numbers should be structured per different type of victims of crimes.
- a potential increase of victims cooperation with the stakeholders after receiving the information.
- stakeholders applied the guidelines from the referral assistance mechanism paper.

## ▶ **Stakeholders Feedback / questionnaire filled & sent to partners (RO, BG, DE, SE)**

February 2019

April 2019

June 2019

# Victims of crimes booklet

- ▶ Number of victims to be reached / victims booklet (print version)

500 victims in Romania

150 victims in Germany

500 victims in Bulgaria

300 victims in Sweden.

Number of victims to be reached / flyer on App Application distributed by stakeholders towards victims

1000 victims in Romania

500 victims in Germany

500 victims in Sweden

800 victims in Bulgaria

Reach the total numbers from October / November 2018 until June 2019



# Victims of crimes booklet

- ▶ Each partner has to print from the total number of copies, a certain number in EN and the rest in its own language and it can also in the other partners languages – based on each country context / victims
- ▶ For example 150 victims in Germany to receive the printed version of the victims' booklet, can be 50 copies in EN, 50 copies in DE, 25 copies in RO, 25 copies in BG)

# Victims of crimes booklet

- ▶ The partners should previously inform the stakeholders on the project & its publications, once the referral tool & booklet will be ready in their final versions (June 2018), providing information on the fact that starting with Sept / Oct 2018 these publications are to be distributed.
- ▶ The stakeholders should be informed to distribute the printed publication (victims booklet) mostly to the victims that do not have the possibility to use the App Application . And the Flyer (on how to use the application ) mostly to victims that have the necessary technology to do that.

# Victims of crimes booklet

- ▶ The name of the booklet and the App application – to be decided later on . The coordinator will provide to partners several title versions (note: the title should relate with the project name and its major objectives).
- ▶ The partners will choose their own graphics / the victims booklet that will be translated in their own languages.
- ▶ The EN version graphics to be developed by the coordinator (based on the partners feedback).

# Victims of crimes booklet

## ► TIMETABLE

Partners Contribution to the Victims Booklet and to Referral Assistance Mechanism Paper (sent by the partners to coordinator/Pro Refugiu)	15 May 2018
Final form of the Victims Booklet & Referral assistance mechanism paper (Pro Refugiu elaborate the final form of the publications)	June 2018
App Application (developed by IT Company)	July – August 2018
Flyer / App Application (developed by IT Company)	September 2018
Partners distribute in Romania, Bulgaria, Germany, Sweden the Referral Assistance Mechanism paper, Victims Booklet and Flyer towards stakeholders (police, courts, centers/NGOs)	October – December 2018
Questionnaire sent by Partners (RO, BG, DE, SE) to stakeholders receiving the publications	October – December 2018
Stakeholders Feedback towards Partners (the questionnaire filled with data)	February 2019 April 2019 June 2019