TRAINING OF TRAINERS
ON SEXUAL AND GENDER-BASED VIOLENCE

GAZIANTEP, TURKEY

10-13 MARCH 2014

COURSE REPORT: ASSESSMENT AND LESSONS LEARNED

WITH THE SUPPORT OF
1. Background and mandate

The Training of Trainers on Sexual and Gender-Based Violence (ToT on SGBV) was organised by No Peace Without Justice (NPWJ) in partnership with the Assistance Coordination Unit and Kirkayak Sanat Merkezy (KSM), with the support of the Foreign and Commonwealth Office and of Italian Ministry for Foreign Affairs. The training took place between 10-13 March 2014 in the city of Gaziantep, Turkey, where a number of international NGOs and international organisations have been based since the start of the Syrian crisis. No Peace Without Justice invited experts Ms Bea Ferenci and Ms Maxine Marcus and NPWJ Secretary-General Mr Niccolò Figà-Talamanca to share their expertise with 16 participants.

The ToT on SGBV was the third training organised by NPWJ on issues related to SGBV. It was designed as a follow up training for some of the most active groups operating on the ground that already participated in NPWJ-organised trainings and activities. The course provided in-depth training on sexual and gender based violence. The involvement in the course of active members of Syrian NGOs and informal groups of activists was also designed to reinforce their capacity to replicate the training inside Syria, expanding the effects, results and impact of the initiative. Presenters and participants examined the practical situation on the ground and the needs within Syria, in order to develop and design good practices for participants to be more effective on the ground.

Presenters provided techniques and mechanisms of securely monitoring sexual and gender-based human rights violations to support on-going and future efforts of accountability in Syria, merging the technical and theoretical issues with practical exercises based on a fictitious scenario through which to examine the various international and Syrian laws and standards that can help combat and address sexual and gender-based violence. The legal framework addressing SGBV on an international and national level, international and national criminal courts and other accountability mechanisms, especially on SGBV, were analysed and discussed to acquaint participants with them.

The training also examined collection, evaluation and secure storage and dissemination of information, with a special session on digital security, to provide participants with concrete and effective practical skills that can be useful in their daily work on the ground. Part of the agenda focused on witness interview techniques, children protection and interview, in order to give a precise idea on how to structure and carry out a proper investigation.

Notwithstanding the difficulties in documenting SGBV-related crimes and incidents and understanding the real extend of these phenomena, it is clear from different official reports issued by UN bodies and international NGOs, that cases of SGBV are increasing both in the liberated areas, in regime detention facilities and regime controlled areas. This is the main reason why it is important to acquaint Syrian activists working inside Syria with relevant techniques and international mechanisms for understanding the legal framework and being able to apply it in their specific context in relation to sexual and gender-based human rights violations. It is important to build their capacity to distinguish different kinds of violations, to collect important information and to conduct interviews with both victims and witnesses, in order to carry out investigations and to spread the information among their colleagues.

Group exercises helped participants get practical experience with the information learned during the course while concrete examples from other conflicts were used to illustrate best practices and lessons learned to help in the improvement and streamlining of current on the ground efforts inside Syria. The presenters stressed the need for further meetings and trainings possibly with the same group of activists and participants in order to delve further into specific issues and develop their skills, to increase their effectiveness in the implementation in Syria’s liberated areas of similar courses with colleagues and activists, improve their working skills and ensure continuous follow up.

This four-day training course is part of an NPWJ transitional justice project aimed at reducing the expectation and rewards of impunity and at building a culture of accountability, in particular to strengthen Syrian civil in the prevention of sexual and gender-based violence, especially against women.
and children, as well as challenging impunity for such crimes. The purpose is to equip citizens to demand accountability and justice for violations taking place on a daily basis for the past two and a half years and, at the same time, to equip the judiciary and legal profession to answer that demand. The mainstay of the project is a series of advocacy and training events, which are being held in Gaziantep, Turkey, near the Syrian border, with Syrian judges, lawyers and civil society activists from Syria who can bring the skills and (perhaps more importantly) aspirations for justice back to their work and their constituents inside Syria.

The long-term goal of this project is to promote democracy and human rights protection through incorporating justice and accountability in decision-making on conflict resolution and stability, development, and reconstructing planning in Syria. The project’s strategic objective is to support Syrian civil society playing an active role on justice and accountability issues, including advocacy and documenting human rights violations, including receiving, gathering, collecting, collating, processing and securely storing information, documentation and materials and analyse it for the purpose of establishing what happened and reconstructing decision-making processes that resulted in violations international humanitarian and human rights law in Syria since March 2011.

2. Course summary

2.a. Participation

The ToT on SGBV was attended by 16 participants, the majority of whom, namely 10 people, were women. Participants in the training include lawyers, women’s rights activists, social workers and representatives of informal associations and NGOs working in this field. Participants came both from inside Syria (from Aleppo, Damascus, Hama, Idlib, Jarablus and Raqqa) and from Turkey (see annex 2 for details). Representatives of the UN Office for the Coordination of Humanitarian Affairs (OCHA), The Day After (TDA), Public International Law & Policy Group (PILPG) and Società Italiana per l'Organizzazione Internazionale (SIOI) visited and assisted the course (see annex 2 for details).

2.b. Presenters

The presenters for the Training Course were identified by NPWJ and consisted of experts in the specialised areas addressed by the course.

Bea Ferenci is a human rights lawyer who has worked in conflict and post-conflict situations on a number of different thematic issues. She has considerable experience in monitoring and documenting human rights and humanitarian law violations, including cases of gender-based violence. She started to work internationally in the human rights field in 2002 in Guinea and Sierra Leone, where she was working with UNHCR in the area of sexual and gender-based violence and children in armed conflicts. During the following years, she worked with the UN Office of the High Commissioner for Human Rights in Cambodia and Nepal and is presently based in Gaza, where she coordinates the monitoring and reporting team.

Maxine Marcus is an international criminal prosecutor and investigator who has worked for the past fourteen years in the ICL field, in Chad (for Darfur), Sierra Leone, Bosnia and Herzegovina, Hungary, Kosovo, Ingushetia/Chechnya, Ivory Coast, Ethiopia (Gambella), and Guinea. For the past six years she has served as a prosecuting attorney at the International Criminal Tribunal for the Former Yugoslavia. From 2003 to 2005 Max served as lead investigating attorney for the Civil Defence Forces prosecution team in the Special Court for Sierra Leone. Max regularly serves as legal counsel and trainer for judges, prosecutors, police, military, international and local IGOs and NGOs, and community-based organisations in international criminal law, international criminal investigations and prosecutions, evidence in war crimes trials, international human rights law, and international and hybrid tribunals, and she has particular expertise in the investigation and prosecution of crimes of sexual
violence under international criminal law. Max’s experience includes work in the context of NGOs (International Rescue Committee, Human Rights Watch, Coalition for International Justice, Article 19, Open Society Institute, Aegis Trust), UN agencies (UNICEF, UNHCR, UNIFEM) and International Criminal Tribunals (ICTY and Special Court for Sierra Leone). In November and December 2009, Ms Marcus was seconded by ICTY through UNIFEM to the UN Commission of Inquiry for Guinea as the gender and international criminal law advisor.

Niccolò Figà-Talamanca – NPWJ - On 9 March 2009, Niccolo’ Figà-Talamanca was elected as Secretary General of No Peace Without Justice. He holds a PhD in International Criminal Law from the University of Palermo, a LL.M. in International Law from the University of Nottingham, a Laurea in International Studies from the University of Bologna and a Bachelors of Arts with Honours from the University of Leeds. Dr Figà-Talamanca joined No Peace Without Justice in May 1998 as Legal Counsel; since 2002 he served as Program Director, responsible for policy development and operational management of NPWJ’s projects. Before joining No Peace Without Justice, he was a Visiting Scholar at Columbia University in New York and worked for the Lawyers Committee for Human Rights (now Human Rights First) as their International Criminal Court consultant. From 1995 to 1997, he clerked for Judge Sir Ninian Stephen, at the International Criminal Tribunal for the former Yugoslavia. He has extensive field experience in human rights documentation and has led conflict mapping operations in various conflict and post-conflict countries. He has advised many governments and institutions on the establishment and operating methodology of international criminal justice institutions and other accountability processes. In July 1998, he represented the delegation of Bosnia and Herzegovina at the Diplomatic Conference that adopted the Rome Statute of the International Criminal Court, and at subsequent sessions of the Preparatory Commissions and the Assembly of States Parties.

2.c. Training program

The content and format of the Training Course curriculum was developed by NPWJ in co-operation with the presenters, based on their previous experience and the background of the participants. The final course program is attached to this report and shows the full range of topics covered by the Training Course (see Annex 1). On the first day, participants were welcomed by Hadi al-Khateeb. Each participant received a code of conduct and the bundle with the presentation of the training. Dr Niccolò Figà-Talamanca and Ms Bea Ferenci introduced each other, giving an overview on their personal and work experiences. After this, each participant introduced their neighbour by name and profession, presenting also the expectations regarding the training, which were collected by presenters and NPWJ staff.

During the second session, presenters held introductory discussions to refresh some of the topics addressed during the previous SGBV trainings organised by NPWJ in the framework of the Syrian project. This session focused in particular on the human rights and international legal framework, on investigation plans and risk assessment and a refresher on monitoring techniques. Ms Ferenci highlighted the differences between general violence and crimes and SGBV-related violence and violations. The presenter engaged directly the participants to provide concrete examples from their experience on the ground, contextualising the theoretical information. Ms Ferenci explained in general terms the Declaration on the Elimination of Violence against Women adopted by the UN General Assembly during the 85th plenary meeting on 20 December 1993 with Resolution 48/104 (A/RES/48/104). Ms Ferenci presented also the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW), which was adopted by the United Nations General Assembly on 18 December 1979 and entered into force on 3 September 1981 after the twentieth State had ratified it. During the morning sessions, presenters highlighted the most important human rights instruments to guarantee monitoring and protection of human rights in crisis areas. Participants divided into work groups to discuss extracts of the International Covenant on Civil and Political Rights, which
was adopted and opened for signature, ratification and accession by General Assembly Resolution 2200A (XXI) of 16 December 1966 and entered into force on 23 March 1976. After the lunch break, Ms Ferenci examined the difference between criminal investigations and human rights monitoring, stating what is the different information needed for these two specific researches and reports, underlining why monitoring and documentation is important. Participants agreed that the main goals of these activities are prosecuting perpetrators, ensuring accountability and rights of the survivors, understanding whether eventual violation occurred, stopping on-going violations, preventing possible violations and crimes and publishing advocacy reports. Moving onto investigations specifically, Ms Ferenci analysed in concrete terms, step by step, the general investigative technique to be used: receive general information on an incident, collect details and data on it in order to prove the eventual violation based on the legal framework by collecting documentation and statements with the goal of answering basic questions: who did what to whom, when, why and how, identifying relevant sources of information. Because of the situation on the ground, part of the training was devoted to sessions focused on safety. In particular, Dr Figà-Talamanca addressed the topics related to risk and threats identification for interviewer and interviewee in crisis areas, introducing various techniques aimed to reduce the effects of the likelihood of a threat. At the end of the session, participants divided into groups to perform a practical exercise with the presenters’ assistance: one group focused on physical health issues that victims of SGBV may face (suicide attempt, injuries, rising of infant mortality, unwanted pregnancy, sexually-transmitted disease), the second group dealt with psychological health issues related to trauma and the third group took into consideration community perceptions of the victims, that could result in social stigma. The training day ended with the evaluation of the various sessions.

The second day opened with Dr Figà-Talamanca welcoming participants asking for any comment regarding the first day’s sessions. The training continued with Ms Ferenci introducing Ms Max Marcus, who ran the next session on International Criminal Law and evidence collection. Ms Marcus introduced the topics underlining the main differences between human right violations and crimes under international law according to the current international legal framework, stressing how human rights violations are committed by a State authority, while international criminal law violations are committed by individuals. After these introductions, Ms Marcus addressed the practical phases of a criminal investigation and the elements of the crime to be collected in order to build a solid case. Ms Marcus presented the two basic questions that should guide the investigator in order to identify the criminal acts committed (and the perpetrator) and the eventual category of international criminal law the violations fall into. In order to present schematically the procedure, the presenters prepared a document on the elements of crime that had been translated into Arabic by NPWJ staff and distributed among participants. The document presented the elements of crime divided into three categories: specific elements (facts about each individual crime); common elements (pattern and evidence of patterns); and criminal responsibility elements (evidence which links the patterns of crimes to an individual perpetrator). Ms Marcus underlined how facts about specific crimes taken together show facts about patterns and information about responsibility of perpetrators and, as such, are the source of information about criminal responsibility of perpetrators. Presenters underlined the need of collecting basic information on crimes and incidents, but they also stressed the need of getting the information from the witnesses or survivors without creating new trauma, considering the delicate issues treated and the survivors’ psychological status. The most important pieces of information to be identified and collected are: physical information (ballistic, human remains, fire damage); documentary information (government documents, photographs, reports); and testimonial information (victims’ testimony, eye witness, perpetrator/insider testimony). Presenters clarified how in order to be considered crimes against humanity, violations must be identified committed within the framework of a widespread or systematic attack against a civilian population. Participants and presenters engaged in a discussion about the definition and evidence that could prove the systematic or widespread character of an attack and how the goal for an investigation on possible crimes under international law is to prove the link between the crimes and an individual perpetrator or perpetrators with a focus also on the chain of
command, be it military or civilian. On this topic, some historical examples were brought to the audience, in particular the exception regarding the Mladic Fourth Amendment Indictment within International Criminal Tribunal for the former Yugoslavia (ICTY) and the Bemba Indictment within International Criminal Court (ICC). At the end of this session, participants were asked to link the theoretical framework with the SGBV field defining concrete examples for cases of rape, sexual slavery and enforced prostitution as crimes against humanity, using the document on the elements of crimes. The afternoon sessions focused on interviewing techniques with a refresher on the basic elements and details to consider before an interview is conducted (purpose of the interview, information needed, how to identify the person to be interviewed, definition of person in charge of the interview, definition of other people to assist to the interview if needed, interview location, methods of recording, witness protection, referral pathway, etc). The rest of the sessions were devoted to practical exercises with the assistance of the presenters, taking into consideration the problem of trauma and the potential impact the interview can have on the survivor, with particular emphasis on the different phases of the interviews.

The third day began with an opening session focused on an analysis of the previous day’s interviewing exercise, in particular discussing the fundamental difference between leading questions and neutral questions. Presenters underlined how leading questions could mislead witnesses’ or survivors’ remembrance. Presenters also stressed how the goal of the interview and of the investigation is not only data collection but also the empowerment of survivors. The afternoon sessions were devoted to a practical exercise: participants were asked to analyse a study case prepared by presenters in order to identify the elements of crimes and the various information needed in the preparation of a criminal case.

The first session of the fourth day was held by representatives of WITNESS, an international non-profit organisation that has been using the power of video and storytelling for 20 years to open the eyes of the world to human rights abuses. WITNESS representatives focused on empowering human rights defenders to use video to fight injustice and to transform personal stories of abuse into powerful tools that can pressure those in power or with power to act. They held a technical session that presented basic guidelines on how to use cameras and video recording equipment to document a crime scene. Presenters highlighted the differences between the technique of shooting for legal and advocacy purposes. The following session held by Dr Figà-Talamanca focused on participants’ questions raised in the evaluation forms filled in the first days of the training. In particular, regarding the concept of chain of custody, the differences among kinds of evidences (physical, documentary and testimonial) and the investigative methods to extrapolate evidence from information collected. In the last session of the morning, NPWJ Project Coordinator for Syria, Mr al-Khateeb, presented a session on digital security, starting with a practical exercise aimed to assess possible digital threats in activists’ daily work and to raise awareness on the importance of digital security while using communication tools and software and in storing and sharing information and data on the internet. The session aimed to introduce participants to different techniques and strategies to safeguard digital communications, including encryption, safe document storage and the management of sensitive data, providing an analysis of the importance of passwords, antivirus, anti malware devices and software, by hands-on experience of open source tools like keepassx.org, truecrypt, spideroak, spybot, avira and avast. Participants received the manual in Arabic about encryption called “Security in a Box”, published by Tactical Technology Collective and FrontLine. The final session was devoted to a wrap up of the most important information of the training, in particular the distinction between evidences and conclusions, the definitions of armed conflict, international criminal law, humanitarian international law and human rights violations, direct and indirect responsibilities.

To conclude the training presenters and staff of No Peace Without Justice thanked the participants for their presence and active participation. Mr al-Khateeb explained that No Peace Without Justice would stay in touch with participants through Skype and social media and asked participants to inform No Peace Without Justice about their initiatives to provide them assistance in their activities, and to
express interests for future training topics to NPWJ staff. Participants expressed their gratitude to the presenters and No Peace Without Justice for the very useful information obtained and committed to apply their acquired knowledge in the field. Participants filled out the overall evaluation form for the training, in addition to the daily evaluation forms, to allow NPWJ to improve future trainings. Participants received a certificates of course attendance.

3. Assessment and recommendations

This four-day training of trainers course is part of NPWJ’s project to assist existing and nascent civil society organisations and networks to contribute most effectively to Syrian transitional justice documentation and policy discussions, with a specific focus on sexual and gender-based violence, which will in turn help shape the future of their country towards institutions that embrace principles of democracy and pluralism and that offer redress and accountability for human rights violations and promote reconciliation. It does so in part through information sharing and training and in part through capacity-building among Syrian civil society actors to receive and coordinate external assistance, especially on transitional justice and accountability issues.

Over the past three years of conflict, cases of systematic sexual and gender-based violence have been documented by activists and international organisations, raising concern in the international community and underlining the need for proper documentation systems and procedures among those Syrians who are working in the field. The lack of and need for a proper institutional framework within Syria to deal with such cases was underlined by the Syrians partners and stressed during the training by the participants. Both partners and participants encouraged NPWJ and the presenters to follow-up in the coming months and to organise other meetings and trainings on these topics, to offer specific training and skills, both regarding the nascent national framework and the international framework for accountability.

Another primary purpose of the training of trainers was to enlarge NPWJ’s relationships with Syrian NGOs and Syrian institutions and extend the possible beneficiaries’ base and partners, training participants giving them the skills to duplicate the training inside Syria, sharing the knowledge and information gained.

Participants were debriefed regularly throughout the course through daily and general evaluation forms. There were, as anticipated, lessons to be learned in terms of what if implemented will strengthen future training programs in terms of their participation, role of presenters and content and structure of the course program.

3.a. Participation

For this training, the presence and active involvement of women organisations was sought and obtained: 16 participants participated, the majority of whom, namely 10 people, were women. NPWJ should continue to support wide female participation and promote the active role of women within the society.

Most of the participants involved had background relevant to the training content. Most of participants had some previous experience in the collection of interviews and investigation of human rights violations and are in direct contact with possible survivors and witnesses. From a geographical point of view, different Syrian regions were represented: Aleppo, Damascus, Hama, Idlib and Jarablus. Also representatives of Syrian refugees displaced in Turkey attended the course, from Gaziantep and Nizip refugee camp.

The situation on the ground, with widespread presence of ISIS fighters (e.g. Jarablus area), prevented a larger number of people traveling to Turkey from Northern Syria. In this respect, the situation on the
Turkish-Syrian border also presents an obstacle, because of the difficulties in monitoring the status of official border crossing (e.g. Jarablus-Karkamis and Oncupina-Bab al-Salam).

The active participation and interaction with the presenters using workshops and discussion moments in addition to the informal meetings during coffee breaks and meals were very important.

Recommendations:

- Continue the active promotion of the presence and participation of women during the trainings, both with the partner organisations and in proper participant selection processes.
- Ensure secure sharing of participants lists to protect participants’ safety.
- Explain privacy policies (“no photo” policy for participants is essential).

3.b. Presenters

The presenters at the Training Course were of the highest quality and experts in the issues under discussion. Thanks to their previous experience in other contexts worldwide, they were able not only to provide participants with the theoretical framework, but also to let participants understand through practical exercises, drills and scenarios how to carry out and empower effective investigations in cases of sexual and gender-based violence, notwithstanding the difficulties and obstacles they faced. It was of specific importance to enhance understanding on international accountability mechanisms among participants to give them the proper skills to replicate similar training inside their communities, on the ground in Syria. It was also essential to encourage their proper engagement in the accountability process to ensure accountability efforts taking place inside Syria.

Thanks to the evaluation forms provided to participants by NPWJ on a daily basis, the presenters and NPWJ staff were able to adapt the modules to accommodate the areas and levels of expertise of the group and the needs and expectations of the people attending the course. Debriefing meetings between the NPWJ team and presenters also ensured the chance to discuss and adapt the presentations where needed.

Practical exercises and workshops as well as the interactive presentation style adopted by the presenters were very much appreciated by participants, who had the chance to engage directly on the topics based on their experiences. They stressed the need for follow-up activities with other practical exercises and in depth discussions on specific issues.

The relationship between presenters and participants was facilitated thanks to the great work of the simultaneous interpreters.

Recommendations:

- Content program and all training materials should be ready at least one week before the training to allow translators to have enough time to prepare and for staff to organise the files for participants.
- Collecting the materials for participants with more time in advance allows the translation of documents from English to Arabic for a best engagement of participants.
- Ensuring the presence of practical sessions that help in turning information into action.
- Identify experts who can speak Arabic, to enhance the interactive experience among participants.
- Ensure follow up with presenters and consider the possibility to develop new activities and projects on the topic of sexual and gender-based violence.
- Follow up with presenters and participants to develop possible raising awareness campaigns.
3.c. Training Program

The Training Course curriculum was based on specific requests coming from Syrian partners. The presenters designed the program according to relevant issues on sexual and gender-based violence, covering processing and investigative and legal techniques and requirements. Future training courses should continue to build on this model, keeping most of its elements and making some improvements based on lessons learned.

Participants and presenters all agreed that the exercises and modules that incorporated practical and theoretical scenarios are extremely useful and effective and should be developed and taken into consideration for future activities in this field. This encourages concrete coordination and cooperation among participants on this subject, as well as the discussion among participants and the wider Syrian society on the creation of a comprehensive institutional framework.

Recommendations:

- Ensure follow-up activities, both with participants and presenters, in order to develop new activities and follow-up projects on the ground.
- The agenda should be open to adaptation and change to address concrete needs expressed by participants.
- Follow up with OCHA and other UN agencies and NGOs in the development of a referral strategy with international organisations, which can follow up on the needs of participants.
- Foster networking among participants to ensure coordination and information exchange.
- Facilitate follow-up among presenters and participants to build a strong connection between Syrian and international civil society.
- Ensuring the presence of practical sessions that help in turning information into action.
Day 1 - Monday, 10 March: 10:00 to 17:30

10:00-10:30: Introduction (presented by Hadi al-Khateeb and Bea Ferenci)
- Introduction of presenters and participants
- Discussion of meeting rules
- Discussion of expectations for the training
- Discussion of and agreement on scenario

10:30-11:00: Coffee Break

11:00-12:30: Framework considerations (presented by Bea Ferenci and Niccolò Figà-Talamanca)
- Refresher on legal framework, human rights violations and crimes
- Refresher on investigation plans and risk assessment
- Refresher on monitoring
- Practical exercise if time

12:30-14:00: Lunch Break

14:00-15:30: Special considerations in SGBV cases (presented by Bea Ferenci)
- What do we need to think about before we start documenting, specifically on SGBV cases
- How do the special circumstances have an impact upon our investigation plan
- Children
- Security/community environment
- Impact of crimes on survivors

15:30-16:00: Coffee Break

16:00-17:30: Presented by Bea Ferenci
- Special considerations in SGBV cases

19:00-20:30: Dinner
Day 2 – Tuesday, 11 March: 9:00 to 17:30

9:00-10:30: ICL session and introduction to Elements Chart (presented by Maxine Marcus)

10:30-11:00: Coffee Break

11:00-12:30: Interviewing (presented by Maxine Marcus)
- Main lessons about interviewing
- Considerations prior to interviewing
- Intermediaries
- Accessing the survivors
- Setting of the interview – who is present, how do you sit, tools for interviewing
- Considerations during interviewing
- Balance between obtaining info and protecting survivor
- Organising the Interview

12:30-14:00: Lunch Break

14:00-15:30: Practical exercises (presented by Bea Ferenci and Maxine Marcus)

15:30-16:00: Coffee Break

16:00-17:30: Practical exercises (presented by Bea Ferenci and Maxine Marcus)

19:00-20:30: Dinner
Day 3 – Wednesday, 12 March: 9:00 to 17:30

9:00-10:30: Documentation: Information collected during interview (presented by Bea Ferenci)
- Personal info from witness
- Circumstances of witness’s reality/security
- Elements Chart
- Checklist
- Suggestions on physical notes (keeping names separate, keeping analysis and comments separate)
- Suggestions on reading back info and other best practices

10:30-11:00: Coffee Break

11:00-12:30: Information Analysis (presented by Niccolò Figa-Talamanca and Maxine Marcus)
- Analysis of information and how that will direct the continuation of the monitoring/investigation plan
- Go back to original investigation plan
- Elements chart as a tool for assessing and analysing the evidence thus far collected, based on that updating the investigation plan to fill gaps
- Credibility assessments, how to determine the strength of the evidence and learn to fill the gaps
- how do we prioritise to fill gaps our own preconception
- Introduction to Elements exercise

12:30-14:00: Lunch Break

14:00-15:30: Practical exercises (presented by Maxine Marcus, Bea Ferenci and Niccolò Figa-Talamanca)
- Practical exercises on information-gathering
- Break Out Groups Individual Work

15:30-16:00: Coffee Break

16:00-17:30: Practical exercises on information-gathering

19:00 – 20:30: Dinner
Day 4 – Thursday, 13 March: 9:00 to 17:30

9:00-10:30: Reserved

10:30-11:30: Coffee Break

11:30-12:30: Personal and digital safety and security awareness (presented by Hadi al-Khateeb)

12:30-14:00: Lunch Break

14:00-15:30: Reserved

15:30-16:30: Coffee Break

16:00-17:30: Closing evaluation and presentation of certificates

19:00 – 20:30: Dinner
ANNEX 2: PARTICIPANT LIST

Participants

For security reason the complete list of participants and their names cannot be published. Among the 16 participants, 10 were women.

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<th>Nr of participants</th>
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<td>Raqqa</td>
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<td>Gaziantep (Turkey)</td>
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<td><strong>Total</strong></td>
<td><strong>16</strong></td>
</tr>
</tbody>
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Observers

1. Ms Natacha Emerson (OCHA)
2. Ms Tamara Hallaq (OCHA)
3. Ms Betsy Popken (PILPG)
4. Ms Annika Folkestone (TDA)
5. Ms Sara Cavelli (SIOI)
6. Mr Adriano Ficarelli (SIOI)

Presenters

1. Ms Bea Ferenci
2. Ms Maxine Marcus
3. Mr Niccolò Figà-Talamanca
4. WITNESS representatives