INITIAL REPORT FORM

Free Media Help Line
Emerika Bluma 8, 71000 Sarajevo
Tel/Fax: 387 33 217-302;
Email: FMHL@ohr.int
Web page: https://www.ohr.int

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1. Source(s) of Information (journalist/media outlet, 3rd party, field, news article, etc.):

- **Journalist Name, if applicable:**

Address:

(Can journalist receive mail from Help Line at this address?)

Email:

(Can journalist receive mail from Help Line at this address?)

Telephone:

(Can journalist receive phone calls from Help Line at this number?)

Press ID:

- **Media Outlet of Complainant:**

Address:

(Can journalist receive mail from Help Line at this address?)

Email:

(Can journalist receive mail from Help Line at this address?)

Telephone:

(Can journalist receive phone calls from Help Line at this number?)

2. Date Incident Reported:

3. Date Incident(s) Occurred:

(Was it over a period of time?)

4. Location of Incident:

(As specific as possible)

5. Description of Incident:

(Including all parties involved, possible supporting documentation, other people Help Line should speak to (optional for Help Line follow-up), and other appropriate follow-up questions as per definitions.)

6. Possible Motives for Incident:

7. Any Prior or Subsequent Action Taken by Journalist/Media Outlet (Authorities Contacted, press statement released, etc.):

8. Help Line Action Sought by Journalist:

9. Court Involved, if any (Including Address):

10. Level of Confidentiality Requested:

***Must be asked of 'first party' of incident – if source of information is not the complainant.**

a) Name can be used in public statements

b) Name can be used in private fact-finding by FMHL

c) Name and description of incident can be –used internally by OHR offices in the field

d) Name not to be used at all

The Help Line was established for three key purposes:

- To document actual instances of threats to media freedom and journalists' rights, and to determine the scope and magnitude of the problem in BiH;
- To provide direct assistance to journalists and media outlets which have experienced threat or interference, to the extent possible within the mandate and resources of the OHR;
- To co-ordinate appropriate follow-up by other agencies.

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