

# **INITIAL REPORT FORM**

## **Free Media Help Line**

Emerika Bluma 8, 71000 Sarajevo

Tel/Fax: 387 33 217-302;

Email: [FMHL@ohr.int](mailto: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

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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.