



2004 ANNUAL REPORT

HURIDOCS, 48 chemin du Grand-Montfleury, CH-1290 Versoix, Switzerland
Tel: 41.22.755-5252 / Fax: 41.22.755-5260
e-mail: info@huridocs.org / websites: <http://www.huridocs.org>, <http://www.hurisearch.org>

INTRODUCTION

HURIDOCS is a global network of groups and individuals concerned with improving methods of human rights monitoring, documentation and information handling.

In 2003, HURIDOCS developed a Strategic and Action Plan for the period 2004-2006. To achieve our goal, it is implementing a single unified programme called **Capacity-Building Programme**.

To achieve our goal, our objectives in the period 2004-2006 are:

- To develop and provide monitoring, information management and communication tools and techniques to human rights organisations and national human rights institutions;
- To build the capacity of the human rights community to master and adapt these tools and techniques to their specific needs;
- To support human rights organisations to set up and strengthen their information systems;
- To improve human rights advocacy and reporting techniques;
- To expand human rights outreach and networking capacity;
- To provide a center of excellence on methods and techniques for human rights monitoring, documentation handling and information management.

The continued implementation of programme activities, especially in terms of training, was done given that HURIDOCS has continued to receive requests for training and support from different organisations from all over the world, and that numerous activities have already been lined up since the past years.

In 2004, HURIDOCS had a productive year. Training courses for human rights groups were held in Tanzania, Malawi and Uzbekistan, while there were two regional trainings in Albania. Two training sessions for representatives of indigenous peoples groups took place in Geneva. HURIDOCS resource persons also gave training for women's rights groups in Uganda and Haiti.

We have also produced new tools, such as manuals on monitoring the right to health, the right to food and the right to work, as well as translations of existing tools. Our search engine HURISEARCH www.hurisearch.org is generating considerable interest.

Unfortunately, HURIDOCS obtained less funding than hoped for in 2004, and as from March 2004 the Secretariat staff was reduced to one person. Therefore, the desired activities foreseen in the 2004 programme could not be carried out, and delays occurred in the implementation of some of the core activities. Despite this, HURIDOCS was able to carry out several activities with rather limited resources, in particular by using the strength of its network. At the same time, it was realised that the Secretariat needs to be extended so as to ensure the sustainability of its efforts.

The order of the activities described below follows that of the *Programme of Activities for the Year 2004*.

1. TOOLS AND TECHNIQUES DEVELOPMENT

a. HURISEARCH – search engine for human rights information

Persons looking for human rights information are increasingly using the World Wide Web as a source. However, general search engines do not adequately highlight the large

number of sites of smaller non-governmental organisations, and moving from link to link is cumbersome. HURISEARCH (<http://www.huriresearch.org/>) is a novel tool for searching human rights information on the Web. It allows users to search in one go through all the sites that form part of the project. HURISEARCH was launched by HURIDOCS in 2003 and is hosted by *Fast Search & Transfer™ (FAST™)*, the world leader in enterprise search solutions.

During 2004, the number of sites accessible through HURISEARCH has been constantly expanded, and it now includes over 1600 sites of human rights NGOs, which can be searched in 58 different languages. Plans were also discussed to expand the coverage of HURISEARCH, so that it can also search for documents in sites of intergovernmental organisations and national human rights institutions.

b. Tools for documenting human rights violations

WinEvsys is the Access-run software developed by HURIDOCS that can be used in building a database on human rights violations. In 2004, the HURIDOCS Secretariat continued to coordinate with programmer Ricardo Cifuentes regarding its further development.

Organisations within the network had requested HURIDOCS to explore how data which have been entered in different databases can be consolidated, so that it is possible to make queries, reports and exports for all data. The activities which HURIDOCS had foreseen to undertake in this regard could be partially implemented. A proposal on how this consolidation can be done was made in December by Dominique Fischer, a computer programmer in Strasbourg, France. Fischer then agreed to carry out this proposal.

c. Tools for human rights libraries

The INDEP/SERIAL databases contain the Bibliographic Standard Formats of HURIDOCS, programmed in the CDS/ISIS for Windows software, which is being developed and distributed by UNESCO. During 2004, INDEP/SERIAL was updated and modified so as to facilitate installation.

Plans to programme the Bibliographic Standard Formats in the Access software could not yet be realised.

d. General monitoring and documentation manuals

HURIDOCS has produced a series of popular manuals called the *Human Rights Monitoring and Documentation Series*. The volumes in this Series are especially designed for small non-governmental human rights organisations, considering that they often have limited resources and small staff who are assigned with multiple tasks. The handy size of the manuals makes them excellent reference materials. In addition, they are written in a style to facilitate learning and serve effectively as materials for training, including individualised and self-initiated learning.

At the end of 2004, two new volumes are being finalized: *How to Index* and *How to Set Up Your Documentation Centre*. They will become available during the first months of 2005. The writing of additional volumes on *What is Fact-Finding* and *What is Information Handling* has been delayed.

e. Manuals for monitoring economic, social and cultural rights

HURIDOCS and the *Science and Human Rights Program* of the American Association for the Advancement of Science implement jointly a project for the development of resources for monitoring economic, social and cultural rights. HURIDOCS received financial support from the Department for International Development of the United Kingdom for this project, during the years 2000 to 2003.

After a handbook, a thesaurus and research papers on the contents of particular rights, the project focused on manuals which are intended to assist organisations in monitoring the performance with regard to particular rights.

During 2004, three manuals on specific rights were readied by the project. The manual *The Right to Health: A Resource Manual for NGOs*, by Judith Asher, was published in August in collaboration with the *Commonwealth Medical Trust*. Two additional manuals were finalised by the end of 2004. It concerns *The Right to Food: A Resource Manual for NGOs* by Rolf Künnehan and Sandra Epal-Ratjan of the *FoodFirst Information and Action Network (FIAN)* and *Monitoring Labour Rights: A Resource Manual for NGOs* by Jonathan Rosenblum. Because of lack of resources, the latter two manuals will for the time being only be distributed via the Web and on CD-ROM.

In addition, the *Thesaurus on Economic, Social and Cultural Rights* by Stephen Hansen has been translated into French.

These various manuals, plus previous products of this project, were made available on a CD-ROM.

f. Using ICT for communicating information

HURIDOCS held initial discussions regarding the contents of an innovative project which foresees using options provided by emerging information and communication technologies for sharing information about human rights violations. A fruitful exchange of ideas took place with Charles McCathieNevile of the *World Wide Web Consortium (WC3)*.

g. Translation of tools

HURIDOCS continues to provide its tools in various languages. As from April 2004, several "online volunteers" have been engaged in this translation work, through a service of the *United Nations Volunteers*. As from November, Claire Dallier, last-year student at the School for Translation and Interpretation at the University of Geneva is an intern with HURIDOCS. Among the tools which are being translated are:

- The Spanish translation of the Events Standard Formats and the Micro-thesauri
- The Russian translation of the Events Standard Formats
- The French translation of the manual *What is monitoring*

In addition, French and Russian translations of different slideshows for training courses plus French translations of the 2003 report and the 2005 programme have been produced.

h. Distribution of tools

During 2004, the HURIDOCS tools were distributed in print form and on the HURITOOLS CD-ROM during training courses and in response to individual orders and requests. They were also disseminated through the HURIDOCS Web site.

i. Adaptations of tools

A main aspect of the adaptation of tools is the development of appropriate terminology for documentation of particular categories of rights, or the rights of particular groups.

As a follow-up to the training courses for indigenous peoples' organisations held in July, Justin Imam, a course participant from India did an internship at the *Documentation Centre for Indigenous Peoples (DoCIP)* in Geneva, with the purpose of developing appropriate terminology in relation to documentation of issues relevant for indigenous peoples' rights. He drafted a glossary which he is now completing, and will also develop a training programme for indigenous peoples in using this glossary. The HURIDOCS Secretariat provided him with regular advice and support.

HURIDOCS also provided inputs to other projects related to terminology, such as the Thesaurus on racial discrimination by the *Anti-Racism Information Service (ARIS)* and the project on the *Thesaurus of Torture Terminology* initiated by the *Rehabilitation and Research Centre for Torture Victims*.

HURIDOCS also maintained contacts with the *Coalition against Trafficking in Women – Asia Pacific (CATW-AP)*, which has adapted the HURIDOCS Events Standard Formats for documenting violence against women.

Adaptations for use at the national and regional levels have been made by various local organisations, such as a collaborative effort of several human rights groups in Indonesia and by organisations concerned with violence against women in Arab-speaking countries.

2. TOOLS MASTERY, TRAINING AND INFORMATION SYSTEMS STRENGTHENING

During 2004, HURIDOCS organised a total of eleven training activities. Most trainings foreseen in the 2004 programme were carried out. The courses in Nepal, Sudan and the Great Lakes Region could not yet take place but preparations were made for them. HURIDOCS continued to receive a large number of requests for training on human rights monitoring and documentation. This led to the holding of training courses which were not scheduled in the 2004 programme, in particular in Haiti (on documenting violations of women's rights), Uganda (sessions during a regional course for women's organisations) and Uzbekistan (two trainings for human rights activists and the police).

a. Training course in Tanzania

This training course took place from 25 to 28 February in Dar-es-Salaam, at the request of the *Legal and Human Rights Centre (LHRC)*, one of the main human rights organisations in Tanzania. The participants were twenty regional field monitors who are working with the LHRC. The programme focused on monitoring and documentation of human rights violations. The resource persons were Noelina Nabwire of the *Kenya Human Rights Commission* (an NGO) and Bert Verstappen of the HURIDOCS Secretariat. Consequently, the documentation system has been put in use at the LHRC office and by some of the monitors.

b. Training course and consultancy in Malawi

At the request of the *Centre for Human Rights and Rehabilitation (CHRR)*, a consultancy and training course were undertaken in Malawi, from 22 April to 3 May. The training course lasted for five days from 26 to 30 April and was held in Lilongwe. It dealt with monitoring and documentation of human rights violations. The course was attended by 25 human rights information and documentation workers from 18 different NGOs as well as the national Human Rights Commission. Trainers were Bert Verstappen of HURIDOCS and three local resource persons (two of which had previously taken part in the Training for Trainers course in Uganda, 2001).

After the training course, CHRR staff and Verstappen worked on the adaptation of the HURIDOCS documentation system in order to meet the requirements of NGOs in Malawi. A questionnaire and brief manual for field monitors were developed. In addition, the WinEvsys software was adapted for local use by selecting the most appropriate fields and adding local lists of terminology for particular fields. The CHRR has used this material for consequent trainings of its 40 monitors, which have started submitting the questionnaires. A Task Force is coordinating the follow-up among the participating organisations.

c. Training course in Nepal

HURIDOCS had consultations with the *Informal Sector Service Centre (INSEC)*, one of the most important human rights organisations in Nepal, regarding the holding of a training course. These contacts did not yet lead to the holding of a training course, which is now scheduled for 2005.

d. Training course in Sudan

At the request of the *Sudan Organisation against Torture (SOAT)*, a training course on documenting violations for human rights NGOs in Sudan was scheduled to take place in 2004. Because of the ongoing developments in the country, the course is now planned for the first half of 2005. At the end of 2004, HURIDOCS received an initial request from the *Office of the High Commissioner for Human Rights* to provide advice on the establishment of a database for documenting cases of violations in Darfur.

e. Training course in the Great Lakes region

The project on the Great Lakes Region is co-ordinated by the *Ligue des droits de la personne dans la région des Grands Lacs (LDGL)* and the *Netherlands Institute of Human Rights (SIM)*. Two planning meetings for this project took place in January and February. *Amnesty International, Dutch section* carried out a training course for the management of human rights NGOs on strategising monitoring in April. It also held an introductory training on monitoring and documenting human rights in May. Because of problems of a political nature (accusations by the Rwandan authorities against the project partner *LIPRODHOR*) and of a more practical nature, there were some delays in the implementation of the project. The HURIDOCS contribution is to start with a needs assessment mission in March 2005.

f. Training courses for members of the indigenous peoples' network

Several indigenous peoples' organisations that regularly meet in the context of UN meetings in Geneva and New York have established a Documentary Network that seeks to exchange information and strengthen the capacities of participating organisations. With the logistical support of the *Documentation Centre for Indigenous Peoples (DoCIP)*, two training courses on documenting violations, with a focus on the HURIDOCS tools, were held before and after the *UN Working Group for Indigenous Peoples*. One course was in English, the other in French. Both were attended by circa ten participants. The main resource person was Bert Verstappen of HURIDOCS.

g. Introductory training for the European documentation network

The 27th meeting of the *European Co-ordination Committee on Human Rights Documentation* took place from 2 to 4 June in Venice and was hosted by the *European Masters Degree in Human Rights and Democratisation*. The first day consisted of short trainings on three topics: the HURIDOCS tools (trainer: Bert Verstappen, HURIDOCS), Finding human rights information on the Internet (Saskia Bal, Netherlands Institute of Human Rights and Patrick Müller, Council of Europe) and Using XML in a human rights context (Charles McCathieNeville, World Wide Web Consortium and James Lawson, Council of Europe). There were 14 participants.

h. Training courses for organisations in the Balkan countries

From 8 to 12 November and from 15 to 19 November, two regional training courses for human rights organisations in Balkan countries took place in Tirana, in collaboration with the *Albanian Centre for Human Rights*. The programme included different aspects of bibliographical documentation as well as documentation of human rights violations, including training on softwares. There were a total of 23 participants from 15 human

rights organisations in Albania, Italy, Kosovo, Macedonia and Serbia. The resource persons were Svend B. Christensen (Denmark) and Maria Laszlo (Croatia).

i. Training and consultancy in Haiti

In August, HURIDOCS Board member James Lawson, who previously was a resource person during two trainings in Haiti, undertook a mission to this country at the request of the *United Nations Population Fund (UNFPA)*, with a focus on documenting violations of women's rights. The mission included a one-day introductory training on this topic. Also local HURIDOCS trainers, and in particular Jean Baptiste Azolin and Louise Richard, played an active role in this activity.

j. Training course in Uganda

The organisation *ISIS – WICCE (Women's International Cross-Cultural Exchange)* held an International Training Institute for Women in Kampala, Uganda from 23 August to 3 September 2004. ISIS approached HURIDOCS with the request to provide a resource person for the sessions on documenting violations of women's rights during situations of armed conflict. HURIDOCS sent Abie Acuba-Cainglet of the *Coalition Against Trafficking in Women-Asia Pacific (CATW-AP)* in the Philippines. The training was attended by 51 women.

k. Training courses in Uzbekistan

At the request of the *United Nations Development Programme* in Tashkent, two trainings took place in Uzbekistan. They were held in the framework of a project to implement recommendations made by Theo van Boven, the UN Special Rapporteur on Torture. From 28 to 30 September, a training for human rights activists and lawyers was held, with 22 participants. A second training for staff from the Ministry of the Interior and police officers responsible for investigations was held on 5 and 6 December, with 15 participants. The programmes of both courses included sessions on monitoring, documentation (including an introduction to the HURIDOCS software) and writing reports related to human rights violations. Both courses were held in Russian. The resource persons were Svetlana Velikoredchanina, a human rights activist from Russia, and Bert Verstappen of HURIDOCS.

l. Other training activities

Organisations and networks which in the past have participated in HURIDOCS trainings are consequently organising training activities in their own countries and regions.

In April, the *Human Rights Institute of South Africa (HURISA)* provided training to human rights organisations on the methodology and system for documenting human rights violations. The resource person was André Titus, one of the participants in the HURIDOCS Training for Trainers course in Uganda, 2001. HURIDOCS provided him with the necessary tools.

The *Coalition Against Trafficking in Women-Asia Pacific (CATW-AP)* held a *Skills Sharing Workshop on Gender Sensitive Human Rights Documentation* on 3 July, during the Regional NGO Forum held in preparation for the Beijing +10 Conference.

The *Arab Human Rights Information and Documentation Network (AHRINET)* provides tools and training on monitoring and documentation to human rights organisations in Arab-speaking countries. Its Secretariat is with the *Arab Institute for Human Rights* in Tunisia. During 2004, it carried out two training activities. A course for local human rights activists was held in Algeria, and from 20 to 27 December a training focusing on documenting violence against women took place in Morocco. The resource person for both trainings was Naceur El Kefi of the Arab Institute.

In Haiti, apart from the training and consultancy by HURIDOCS resource person James Lawson, a series of thorough training courses were carried out for a broad range of human rights organizations on the use of the HURIDOCS tools. These activities were held at the request of the *United Nations Population Agency (UNFPA)* and the main trainers were Jean Baptiste Azolin and Louise Richard. Approximately sixty staff members working on the documentation of information related to human rights violations received this training. The large majority of human rights organizations in Haiti initiated the process of systematizing their information. Some have a computerized database while the others use structured forms for data collection, based on the Events Standard Formats of HURIDOCS.

The *International Service for Human Rights* conducted its annual *Geneva Training Course in International Law and Advocacy* from 8 March to 23 April, for circa 35 human rights defenders from all regions of the world. On 10 March, Manuel Guzman gave a presentation to participants of the course about "human rights monitoring and documentation systems".

In June, applications for funding to the European Union budget line on human rights were submitted by three organisations with HURIDOCS as a partner:

- Development Information Network, Nigeria
- Human Rights Information and Documentation Centre, Georgia
- WAO Afrique, Togo (children's rights)

HURIDOCS has received several other requests for training, and has been in contact for planning courses with organisations in among others Pakistan and Sri Lanka.

m. Updating of HURIDOCS training curriculum, manual and modules

HURIDOCS produced a new slide show which provides a general overview of its tools on monitoring and documentation. Existing slide shows on the principles of monitoring, fact-finding and documentation and on the HURISEARCH search engine were revised and updated. Also the HURIDOCS training curriculum was updated, and two modules on economic, social and cultural rights and on HURISEARCH were added.

n. Study on distance education

The study into distance education foreseen in the 2004 programme has not yet been carried out. However, discussions were held with experts in this field, such as Frank Elbers of Human Rights Education Associates. A preliminary conclusion is that distance education can best be combined with a regular training course.

o. Provision of continued advice

On basis of requests received and as follow-up to training activities, HURIDOCS provided continuing advice and support to human rights organisations.

3. HUMAN RIGHTS ADVOCACY AND REPORTING

a. Maintenance of HURISEARCH

HURIDOCS undertook various activities to promote the HURISEARCH search engine. It was presented at the different forums attended by HURIDOCS (see under 4b.). A joint press release of Fast Search & Transfer (FAST) and HURIDOCS was released in June.

b. Study into the systems and procedures of national human rights institutions and intergovernmental human rights bodies

The survey of the information handling procedures of national human rights institutions and intergovernmental organisations concerned with human rights could not be carried out, due to lack of staff.

4. OUTREACH AND NETWORKING

a. Regional and thematic networks

HURIDOCS assisted in the preparations for and provided inputs at the 27th meeting of the *European Co-ordination Committee on Human Rights Documentation*. This meeting took place from 2 to 4 June in Venice and was hosted by the European Masters Degree in Human Rights and Democratisation. The first day consisted of short trainings on three topics: the HURIDOCS tools, Finding human rights information on the Internet and Using XML in a human rights context. The second and third day were filled with discussions on relevant topics, such as services of human rights libraries. The meeting was held in plenary sessions and in smaller interest groups where thematic interests such as torture documentation and refugee documentation were discussed.

Contacts were also maintained with the co-ordinators and members of other regional networks :

- the *Arab Human Rights Information Network* (AHRINET)
- the *Asia-Pacific Committee for Training of Trainers* (ACTT)
- the *Red de Informatica y Documentación en Derechos Humanos para America Latina y el Caribe* (RIDHUALC)
- the *Human Rights Information Network for Anglophone Africa* (HURINAA)

With regard to thematic networks, HURIDOCS maintained contacts with and provided advice to the *Coalition against Trafficking in Women – Asia Pacific* (CATW-AP) and the *International Torture Documentation Network*. It also established good working relations with the *Documentary Network of Indigenous Peoples*.

b. Participation in relevant international conferences and forums

Continuation Committee member Judith Dueck represented HURIDOCS at two international conferences. Firstly, she participated and gave a presentation on the HURIDOCS tools at a workshop at the 12th *Annual International Conference on Conflict Reconciliation* sponsored by the *Common Bond Institute*, USA and *Harmony Institute*, Russia in St. Petersburg Russia from 10 to 15 May. She also took part and held a presentation at the 40th Anniversary Conference of the *International Peace Research Association* which took place in Sopron, Hungary from 5 to 9 July.

Bert Verstappen of the HURIDOCS Secretariat took part in the colloquium *Effective Use of ICTs for Defending and Promoting Human Rights* which was convened by Human Rights Education Associates (HREA). This seminar took place near Boston from 5 to 7 November. It was an opportunity for human rights organisations who apply information and communication technologies (ICTs) in their work to share best practice and discuss ongoing needs and opportunities. Verstappen provided an introduction during a plenary session on *Using Databases for Human Rights Documentation* and gave a presentation of the HURISEARCH search engine.

Continuation Committee member Jonathan Kuttab represented HURIDOCS at a Conference held on 13 December in Amman, Jordan. This meeting was convened by the *International Human Rights Network (IHRN)* and dealt with capacity building in the field of human rights in Iraq.

c. Relations with intergovernmental organizations

In July, HURIDOCS was requested by the *Office for Democratic Institutions and Human Rights (ODIHR)* of the *Organisation for Security and Cooperation in Europe (OSCE)* to recommend a consultant in relation to its urgent need to develop a system to store and make accessible all incoming information (news articles, UN reports, country information, NGO reports) for its Tolerance and Non-Discrimination Program.

Continuation Committee member Judith Dueck agreed to undertake this consultancy, and carried out a needs assessment during her first visit to Warsaw in August. Subsequently further conceptualization occurred and HURIDOCS controlled vocabulary lists were adapted to ODIHR's needs. ODIHR's information system is based upon the HURIDOCS methodology, controlled vocabulary and tools, and this consultancy led to a solid working relationship between the two organisations.

HURIDOCS undertook the necessary activities in fulfilling its role with respect to its formal status with international bodies, namely Consultative Status with ECOSOC, Operational Relations Status with UNESCO and Observer Status with the African Commission on Human and Peoples' Rights.

d. Continuation Committee and International Advisory Council

The Continuation Committee meeting scheduled for spring had to be postponed due to lack of finances. Two Continuation Committee members and the Secretariat met in June at the occasion of the European meeting in Venice. The programme of HURIDOCS activities and budget for 2005 were drafted. This programme was consequently circulated, commented upon and approved by the Continuation Committee.

The Continuation Committee met on 30 and 31 October in Geneva. Among the issues discussed were the Strategic Plan for 2004 to 2006 and its implementation, the various activities undertaken in 2004, the programme for 2005, financial matters and fund-raising and the possible relocation of the HURIDOCS Secretariat to a European Union member state.

The Continuation Committee started using the so-called Plone, a Web-based tool for sharing information and documents which facilitates the governance of HURIDOCS.

The members of the HURIDOCS International Advisory Council were kept informed of Continuation Committee meetings and other HURIDOCS activities.

e. Publication of HURIDOCS Newsletter

Due to the limited number of staff and financial resources, it was not possible to produce "HURIDOCS News".

f. Maintenance of website and e-mail lists

HURIDOCS has continued to maintain its website <http://www.huridocs.org/> and its several electronic mailing lists so as to further the dissemination of information regarding the network, technological advances that can benefit human rights work, and other information relevant to members of the HURIDOCS network.

During 2004, the number of visitors of the HURIDOCS Website was almost 10'000 (an increase from ca. 6'500 visitors in 2003). The number of downloaded documents (manuals and software) was almost 1'100, about the same as in 2003.

Staff at the library of the United Nations High Commissioner for Human Rights made designs for a new logo for HURIDOCS and is assisting in developing a new lay-out for the HURIDOCS Website.

HURIDOCS continued to maintain two public mailing lists, in order to allow sharing of information among participants in the network. The list huridocs-tech contains messages about new developments in information technology and how they affect human rights, including issues like freedom of expression and privacy, the right to information, ICT policy and the positive use of ICT by human rights groups. This is the list with the most frequent postings: 120 in 2004, and the largest number of subscribers, over 900. The list is moderated by Frank Elbers of *Human Rights Education Associates*. The list huridocs-gen-l contains announcements of activities and other general messages. HURIDOCS also continued providing help to the network of NGOs dealing with the issue of health of indigenous peoples by maintaining the list indi-health and provides regular inputs to mailing lists of regional networks on human rights documentation in Africa.

5. CENTRE OF EXCELLENCE

a. HURIDOCS Secretariat

There have been considerable changes in the composition of the HURIDOCS Secretariat. In June, Manuel Guzman, who had been Executive Director of HURIDOCS since 1995, relocated to the Philippines. Nejb Ghali, Administrative Officer since 1993, found a new employment as from March but continues to take care of HURIDOCS' financial administration. The financial situation of HURIDOCS has not yet allowed to employ new staff. In the meantime, Bert Verstappen, Information Officer, essentially acted as the HURIDOCS administrator, managing most aspects of the day to day HURIDOCS activities. The Continuation Committee wishes to acknowledge his strong contribution.

From 14 October until 10 December, Susan Maret, a librarian from Denver University, worked at the HURIDOCS Secretariat, in particular to do groundwork for the development of a documentation system for handling cases in relation to environmental rights. She received advice and support from Bert Verstappen at the HURIDOCS Secretariat.

b. Human resources development

Because of the financial situation, the staff of the Secretariat unfortunately had to be reduced to one person, namely Bert Verstappen. Despite this, HURIDOCS managed to carry out a considerable number of activities. HURIDOCS is defining a strategy to obtain additional funds which will allow it to increase its staff.

c. Planning, monitoring and evaluation

The Continuation Committee meeting of 30-31 October evaluated progress made with regard to the implementation of the Strategic Plan. During November, HURIDOCS carried out an in-depth analysis of HURIDOCS' programme and achievements in the field of training.

d. Resource mobilisation

In the course of 2004, HURIDOCS received a general grant for its programme from the *Norwegian Agency for Development Co-operation (NORAD)*.

The *International Development Research Centre* and *Mennonite Central Committee, Canada* provided a grant which allowed Continuation Committee member Judith Dueck to attend HURIDOCS events within the year.

During 2004, many people and organisations voluntarily contributed time and expertise to the work of HURIDOCS. HURIDOCS would like to thank all contributors, and in particular the following:

1. **Manuel Guzman** and **Nejib Ghali** for many years of good work with HURIDOCS
2. the members of the HURIDOCS Continuation Committee: **Kofi Kumado**, Chairperson (Ghana), **Agneth Olesen**, Treasurer (Denmark), **Judith Dueck** (Canada), **Aurora Javate de Dios** (Philippines), **Jonathan Kuttab** (Palestine), **James Lawson** (France) and **Aida María Noval** (Mexico)
3. the members of the **HURIDOCS International Advisory Council**
4. the regional networks and their Secretariats, namely:
 - a. the **Arab Human Rights Information Network** (AHRINET) and the **Arab Institute for Human Rights** (Tunisia)
 - b. the **Asia-Pacific Committee for Training of Trainers** (ACTT) and the **Coalition against Trafficking in Women – Asia Pacific** (CATW-AP, Philippines)
 - c. the **European Human Rights Documentation Coordination Committee** and its old and new Secretariat: the **Netherlands Institute of Human Rights** and **Amnesty International**
 - d. the **Red de Informatica y Documentación en Derechos Humanos para America Latina y el Caribe** (RIDHUALC) and the **Asociación pro Derechos Humanos** (APRODEH, Peru)
 - e. the **Human Rights Information Network for Anglophone Africa** (HURINAA) and the **Foundation for Human Rights Initiative** (Uganda)
5. the **Science and Human Rights Program of the American Association for the Advancement of Science**, the **Commonwealth Medical Trust**, the **Food First Information and Action Network** and authors **Judith Asher**, **Sandra Depal Ratjen**, **Rolf Künneman** and **Jonathan Rosenblum** for their collaboration in the project on monitoring economic, social and cultural rights
6. **Claire Dallier** and **Pauline Desnuelles**, translators based in Geneva, as well as **Carolina Arango Blanco** (Colombia), **Sybille Badruddin** (Lebanon) **Maria Krouglova** (Russia), **Marc Lamontagne** (Canada), **Olga Shashkova** (United States), **Anastasiya Smirnova** (United States), **Fabricio Terrazas** (Spain), **Inga Urbina** (Venezuela) and **Carlos Vargas** (Mexico), all online volunteers working on translation of HURIDOCS documents in French, Spanish and Russian.
7. the WinEvsys Design Team members, among them **Ricardo Cifuentes**, **Judith Dueck**, **Manuel Guzman**, **James Lawson** and **Bert Verstappen**, as well as programmer Dominique Fischer
8. the **Legal and Human Rights Centre**, for organising and hosting the training course in Tanzania
9. the **Human Rights and Rehabilitation Centre**, for organising and hosting the training course in Malawi
10. the **Documentary Network of Indigenous Peoples**, the **Documentation Centre for Indigenous Peoples** (DoCIP) and **Mandat International** for organising and hosting the two courses for indigenous peoples in Geneva
11. the **United Nations Population Fund** (UNFPA) in Port-au-Prince for organising and hosting the consultancy and training in Haiti
12. **Isis-Women's International Cross Cultural Exchange** (Isis-WICCE) for organising and hosting the international training institute for women in Uganda
13. the **United Nations Development Programme** (UNDP) in Tashkent for organising and hosting the two training courses in Uzbekistan
14. the **Albanian Human Rights Centre** for organising and hosting the two training courses in Albania

15. **Jean Baptiste Azolin, Abie Acuba-Cainglet, Saskia Bal, Svend B. Christensen, Maria Laszlo, James Lawson, Charles McCathieNevile, Patrick Müller, Noelina Nabwire, Louise Richard, Svetlana Velikoredchanina** and **Bert Verstappen** for serving as resource persons in different training activities within the year
16. **James Lawson** and **Fast Search & Transfer** (FAST) for continuing work on and support to the HURISEARCH search engine
17. **Patrick Müller** for his article on HURISEARCH
18. **Charles McCathieNevile** for his suggestions on a new project for using the semantic Web to communicate information on human rights violations
19. **Human Rights Education Associates** and **Frank Elbers** for hosting and co-ordinating the huridocs-tech mailing list and for collaboration on HURISEARCH
20. **Hans Thoolen** for representing HURIDOCS on the Board of the Martin Ennals Award, as its Executive Chairman
21. **Comlink-Germany – Trilos** for hosting various HURIDOCS mailing lists and the HURIDOCS Website

HURIDOCS gratefully acknowledges the financial support of the following donors:

- **NORAD, Norway**
- **International Development Research Centre** and **Mennonite Central Committee, Canada**
- **Human Rights Education Associates** and **the Netherlands Ministry of Foreign Affairs** (for HURISEARCH)
- **Fast Search & Transfer International, Norway** (for HURISEARCH)