



Inter-Parliamentary Union

For democracy. For everyone.

Committee on the Human Rights of Parliamentarians

COMPLAINT FORM

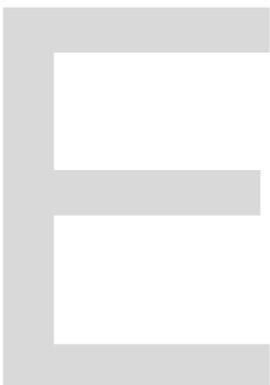
Submission of complaints

The Committee on the Human Rights of Parliamentarians is competent to examine complaints of alleged human rights violation(s) affecting members of national parliaments who are currently exercising their mandate.¹ The Committee is also competent to examine complaints regarding former members of national parliaments when the alleged violation(s) are directly related to events that took place when the individual was still a parliamentarian.

This document is designed to be completed directly in a downloadable Word or PDF document. The list of questions below is intended to help the complainant submit a complaint which is as complete, precise and concise as possible, so as to facilitate the work of the Committee on the Human Rights of Parliamentarians. The complainant is strongly encouraged to provide all the requested information to enable the Committee to examine the case. However, should there be serious impediments preventing a complainant from providing some of the requested information at this time, the complainant is invited to explain the reasons why.

Please type your answers on a computer if possible. If not, please write clearly using CAPITAL LETTERS.

If you wish to submit a complaint concerning the situation of several members of parliament, you must complete a separate form for each member. If you are multiple complainants submitting a complaint about the same case, you may submit a joint form if you wish.²



¹ This also covers a situation in which the national parliament is in recess or has been dissolved as the result of unconstitutional or other arbitrary measures.

² If there is more than one complainant, please identify one complainant as the designated focal point to liaise with the Committee, and complete questions 1 and 2 providing information concerning this person while sending the names and capacity of other complainants in a separate note or in the email conveying the complaint.

PART A

INFORMATION CONCERNING THE COMPLAINANT

1. Please complete this section indicating in which capacity you are submitting the complaint

Please note that you may choose only one category (A, B, C or D). If you select category A, you may tick several boxes under this category.

A. Complaint submitted in one or more of the following sub-categories, namely by the parliamentarian subject to the alleged human rights violation(s), or a person authorized by the parliamentarian to make such a complaint

- Parliamentarian**
- Former parliamentarian**
- Lawyer of the parliamentarian**
- Family member**
- Other person authorized to make the complaint**
(specify in which capacity) _____

OR

B. Complaint submitted by another parliamentarian who is not the victim

OR

C. Complaint submitted by a political party

OR

D. Complaint submitted by an international or national organization

The organization should be competent in the field of human rights (i.e. United Nations and its specialized agencies; intergovernmental organizations; interparliamentary organizations; and non-governmental international and national organizations competent in the field of human rights).

DETAILS OF THE COMPLAINANT

• **For categories A and B**

Ms. Mr.

First name _____

Last name _____

Name of the chamber
of parliament
(if applicable) _____

Political affiliation
(if applicable) _____

- **For category C**

Name of political party _____

Please specify if
majority/opposition _____

Name of the representative submitting the complaint on behalf of the political party

Ms. Mr.

First name _____

Last name _____

- **For category D**

Name of organization _____

Field / area of work _____

Name of the representative submitting the complaint on behalf of the organization

Ms. Mr.

First name _____

Last name _____

- **Information requested from all types of complainants (categories A–D)**

Country _____

Address _____

Email _____

Tel. number _____

2. **The principle is that the identity of the complainant is kept confidential. However, should the relevant national authorities or a third party assisting the Committee request to know your identity as the complainant, would you agree for it to be disclosed?**

Yes

No (specify reasons for refusal)

PART B

INFORMATION CONCERNING THE PARLIAMENTARIAN³ SUBJECT TO THE ALLEGED HUMAN RIGHTS VIOLATION(S)

In case of multiple victims, the complainant is required to complete a separate form for each victim.

3. First name and last name of the member(s) or former member(s) of parliament

Ms. Mr.

First name _____

Last name _____

4. Date and place of birth

	Day	Month	YEAR
Date of birth			

Country of birth _____

5. Nationality

6. Gender

Female

Male

Other

7. Where the (former) parliamentarian subject to alleged human rights violation(s) is a woman, were the violation(s), or certain aspects of them, gender-based? This indicates that the violation(s) are directed against a woman because she is a woman – or affect women disproportionately – and include acts that inflict physical, mental or sexual harm or suffering, threats of such acts, coercion and other deprivations of liberty.⁴

Yes (specify if possible)

No

³ A parliamentarian victim of alleged human rights violation(s) should be a person elected, appointed or nominated to the national Parliament of a sovereign, unitary or federal state.

⁴ Definitions based on Article 3 of the 2011 Council of Europe Convention on preventing and combating violence against women and domestic violence: <https://www.coe.int/en/web/conventions/full-list/-/conventions/rms/090000168008482e>.

8. Please indicate the political affiliation of the parliamentarian subject to the alleged human rights violation(s) at the time of the alleged violation(s)

- Majority
- Opposition
- Independent
- Other (Specify)

9. Name of political party
(if applicable) _____

10. Please tick the appropriate box indicating his or her parliamentary status

(a) At the time of the alleged violation(s)

- Sitting parliamentarian
- Former parliamentarian (specify beginning and end date of parliamentary term)

Beginning _____ **End** _____

Name of parliament or parliamentary chamber of which the victim is/was a member.

(b) At the time of the submission of the present complaint

- Sitting parliamentarian
- Former parliamentarian (specify beginning and end date of parliamentary term)

Beginning _____ **End** _____

Name of parliament or parliamentary chamber of which the victim is/was a member.

11. Address and contact details of the parliamentarian subject to alleged human rights violation(s)

Permanent address _____

Email _____ Tel. number _____

12. Please attach a high-resolution picture/photo (indicating the copyright) of the parliamentarian subject to the alleged human rights violation(s).

PART C

INFORMATION CONCERNING THE ALLEGED HUMAN RIGHTS VIOLATION(S)

13. Date of the initial or main alleged human rights violation(s)

When did this happen? _____

14. Is it still ongoing?

Yes

No

15. Where did this happen?

Place where event(s) took place (please specify country and city)

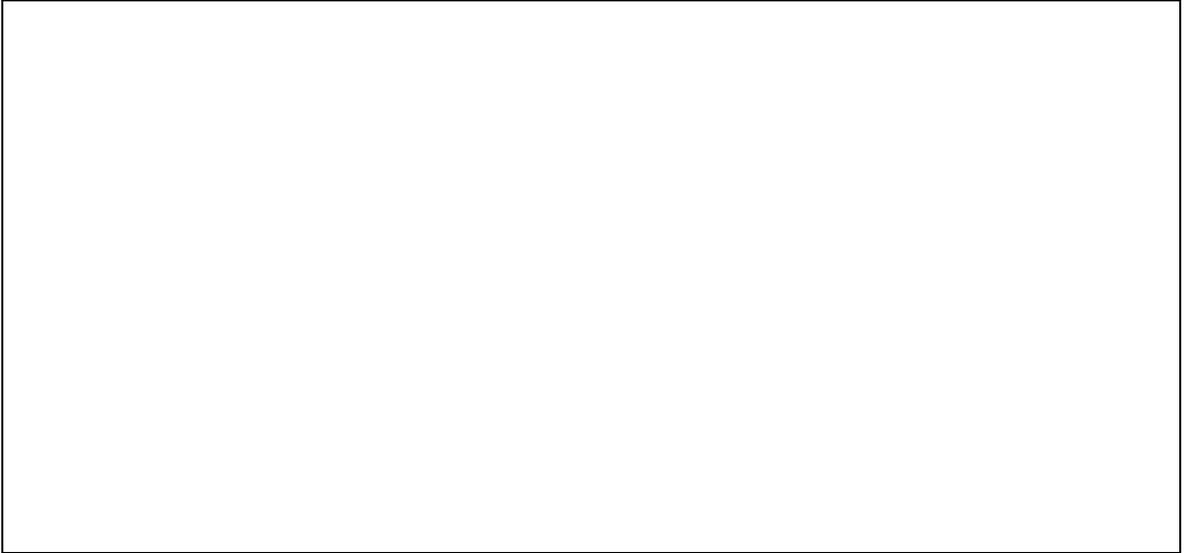
City _____ Country _____

16. Please provide as detailed information as possible on the identity (known or suspected) of the perpetrator(s)

17. Please tick the appropriate box regarding the type of the alleged human rights violation(s) committed against the parliamentarian and describe these allegations

- 1. Violations affecting parliamentarians' life, integrity or liberty
 - 1.1 Murder
 - 1.2 Enforced disappearance
 - 1.3 Abduction
 - 1.4 Torture, ill-treatment and other acts of violence
 - 1.5 Threats, acts of intimidation
 - 1.6 Arbitrary arrest and detention
 - 1.7 Inhumane conditions of detention
 - 1.8 Lack of due process in proceedings against parliamentarians
 - 1.8.1 Lack of due process at the investigation stage
 - 1.8.2 Lack of fair trial proceedings
 - 1.8.3 Excessive delays
 - 1.8.4 Right of appeal

- 2. Violations directly affecting the exercise of the parliamentary mandate
 - 2.1 Violation of freedom of expression and opinion
 - 2.2 Violation of freedom of assembly and association
 - 2.3 Violation of freedom of movement
 - 2.4 Undue invalidation, suspension, revocation or other acts obstructing the exercise of the parliamentary mandate
 - 2.4.1 Arbitrary invalidation of the election of a parliamentarian
 - 2.4.2 Abusive revocation or suspension of the parliamentary mandate
 - 2.4.3 Failure to respect parliamentary immunity
 - 2.4.4 Abusive application of parliamentary sanctions
 - 2.4.5 Other acts obstructing the exercise of the parliamentary mandate



3 Impunity



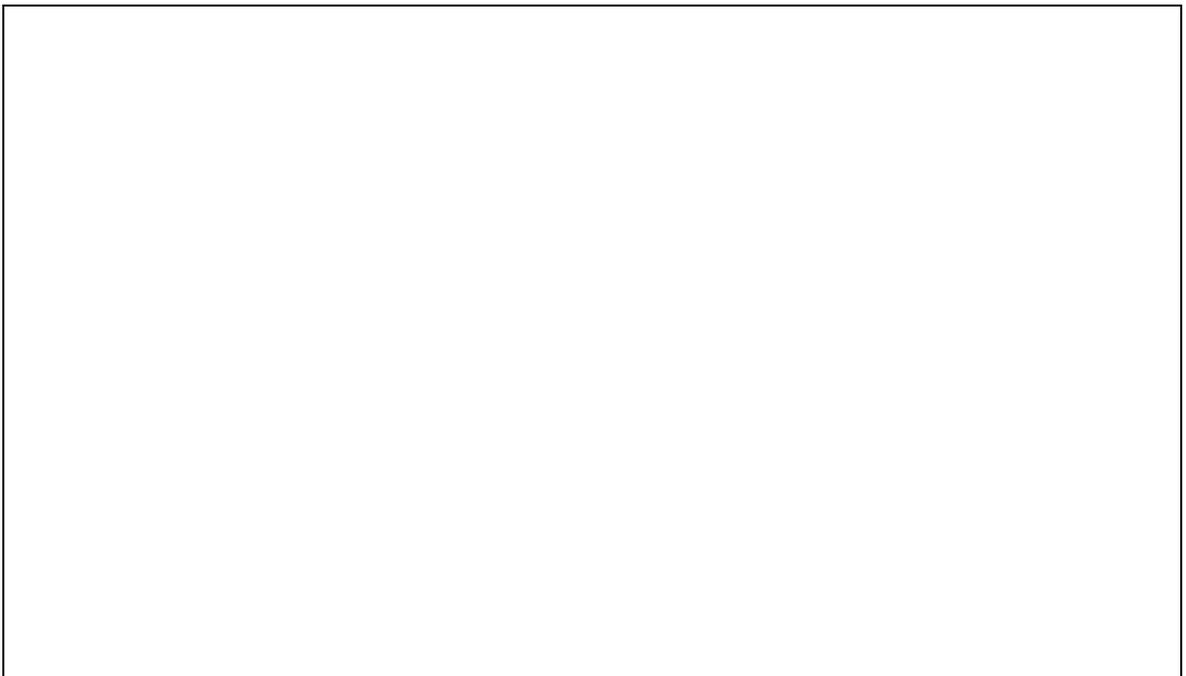
4 Other violations



- 18. Please provide a detailed description of the alleged facts and, if possible, attach supporting evidence (e.g. relevant videos, photos, official reports/statements – including from witnesses, court rulings etc.)**



- 19. Please provide relevant provisions of the national constitution and laws, regional or international legal instruments.⁵ (You may refer to online documentation.)**



⁵ The response should, as far as possible, be accompanied by relevant extracts of the texts of the public laws referred to.

20. Did you file a complaint about the alleged human rights violation(s) to the relevant authorities (police, prosecutor's office, courts, national human rights commission, parliament)? If not, please explain why.

21. Was any action taken by the relevant authorities? Were any steps taken to address the alleged violation(s)?

22. Have you reported the matter to another international or regional human rights institution/mechanism?

Yes (specify) _____

No

23. Names and contact details / email addresses of persons with whom the Committee could, if necessary, communicate in order to obtain further legal information (in particular, name and address of legal counsel)

24. If you wish, please provide information on the general political and human rights background that may help the Committee have a better understanding of the context in which the incidents took place.

25. Is there any other relevant information (reports, newspaper articles, etc.) that you would like us to be aware of? Please include this information or provide the relevant weblinks.

26. What kind of action would you suggest⁶ the Committee take regarding this complaint?

Please note that, as the complainant, you are committing to monitor the case and to keep the Committee apprised of new developments and information until such time as the Committee decides to close the case.

Signature⁷ of the complainant

Place and date

IMPORTANT

- Please attach copies of any relevant documents – including letters addressed to the parliamentary authorities, references of any police/judicial complaint, responses received, and judgments rendered in English – which support and corroborate the information provided.

What do you do once you have completed the form?

- If you complete the form electronically, please send it along with the attachments to the following email address: hrteam@ipu.org
- If you complete a hard copy of the form, please send it along with the attachments to the following postal address or by fax

**Inter-Parliamentary Union
Committee on the Human Rights of Parliamentarians**
Chemin du Pommier 5
Case Postale 330
1218 Le Grand-Saconnex
Geneva
Switzerland

Fax: +41 22 919 41 60

⁶ These suggestions are merely indicative. It is the responsibility of the Committee to determine, within the limit of the Inter-Parliamentary Union's capabilities, the action to be taken on them.

⁷ For political parties and organizations, signature of a person empowered to represent the organization.

Annex I – Additional information

Please use this annex to share any additional relevant information that has not been covered by the questions in the complaint form.

A large, empty rectangular box with a thin black border, intended for the user to provide additional information not covered by the main complaint form. The box is currently blank.