



ICTY Court Records Database

USER GUIDE



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Introduction

This document provides guidance on using the ICTY Court Records database (“ICR”).

The ICR provides online access to public judicial records of the International Criminal Tribunal for the former Yugoslavia (ICTY) and the International Residual Mechanism for Criminal Tribunals (Mechanism) Hague branch.

Public judicial records comprise:

- legal documents relating to the case that are filed with the court, such as indictments, motions, orders, decisions and judgements;
- evidence admitted in court; and
- transcripts and audiovisual recordings of hearings.

Note: Records obtained from the ICR are intended for public information only.¹

¹ National authorities seeking certified copies of public ICTY, ICTR or Mechanism court documents should refer to the [Assistance to National Jurisdictions](#) page on the Mechanism website for more information.



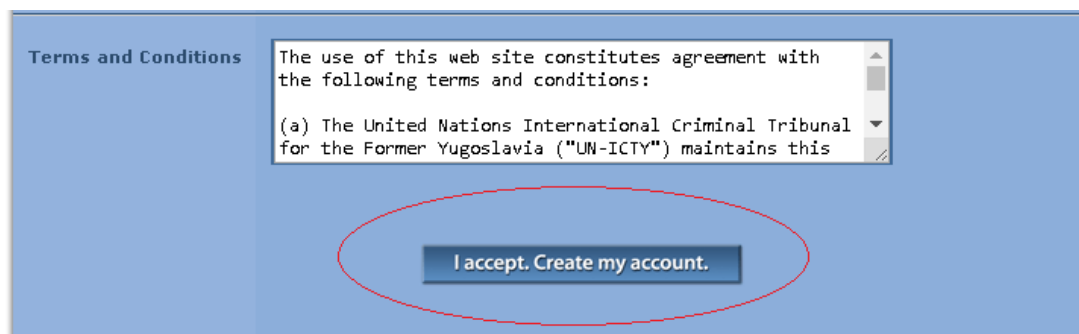
Accessing the ICR

The ICR can be accessed at <http://icr.icty.org/>.

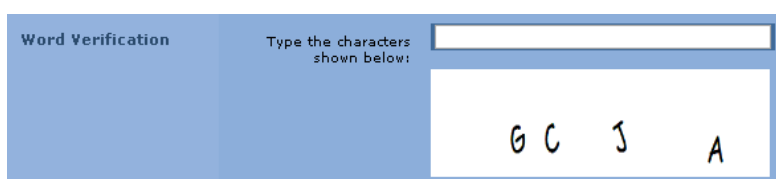
First-time users must register to use the database. To register, click **Register** on the homepage:



Complete the required information, read the Terms and Conditions for using the ICR and click **I accept. Create my account.**



Note: Users must complete the word verification section of the form to create their accounts. This section verifies that the user is human and not an internet bot.





Vision-impaired users and other users who find this difficult should contact ICRFeedback@un.org or use the issue and feedback link at the bottom of the page for assistance.

©2009 United Nations - International Criminal Tribunal for the former Yugoslavia
Please report any issues or send feedback by clicking [here](#).

Once registered, users must provide their email address and password to access the database each time they visit. Users can change the default sign-in setting to either save the password only or save both the email address and the password for each subsequent use.

Click Sign In to access the database.

Forgot your password?

Sign In **Register**

Save my email address and password
 Save my email address
 Always ask for my email address and password



Choosing the database language

The default language of the database is English. Users can change the language of the database by choosing one of the four language options at the top right of the page:

- Français (French)
- bosanski, hrvatski ili srpski (BCS)
- Shqip (Albanian)
- македонски (Macedonian)



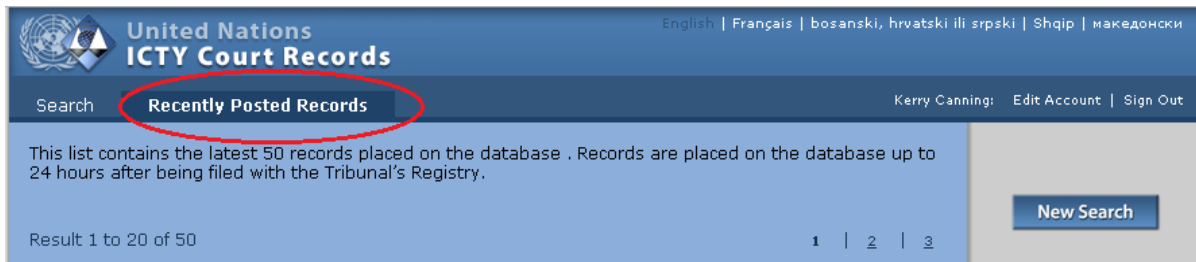
The language can be changed before or after signing in.

This language option refers to the working language of the database only. To learn about searching for records in a specific language, see the [Select Language](#) section of this Guide.



Viewing recently posted records

The latest 50 records that have been uploaded to the ICR can be viewed by clicking **Recently Posted Records** at the top of the page.



Records are placed on the database up to 24 hours after being filed. Transcripts are usually added 10 days after a hearing.

Note: Public exhibits for some ongoing Mechanism cases may not be available through the public judicial records database until the case is completed. To request public exhibits not currently available in the database, contact the MARS Hague Registry Access Focal Point at marshague@un.org

To learn more about viewing individual records, see the [Viewing Search Results](#) section of this Guide.



Searching for records

To search for records in the database, click **Search** at the top of the page.



The Search page allows users to conduct searches based on their specific requirements. Users can choose to do a general search of all records in the database, or they can narrow their search by selecting specific search criteria:

- Language
- Name of Accused
- Type of Document
- Document Title
- Exhibit Number
- Date Range
- Sort Options
- Text

Note: A search can be refined by clicking the browser’s back button. The **Select Name of Accused** field will need to be re-selected each time this option is used, but other criteria will remain until amended.



Language

***Required**

Most ICTY and Mechanism Hague branch judicial records are in English but there are also records in French, Bosnian/ Croatian/ Serbian (BCS), Albanian, Macedonian and other languages.

Select one language, all languages or any combination of languages to receive records in the requested language(s).

Note: When conducting a full-text search, only one language can be selected at a time.

Select Language *	<input type="checkbox"/> All	<input type="checkbox"/> English	<input type="checkbox"/> French
	<input checked="" type="checkbox"/> Bosnian, Croatian or Serbian	<input type="checkbox"/> Albanian, Macedonian or Other	



Search tip: While most exhibits are in English and BCS, there are exhibits in more than 12 different languages. When conducting a general search for exhibits, tick **All** to ensure that records in all languages are included in the results.

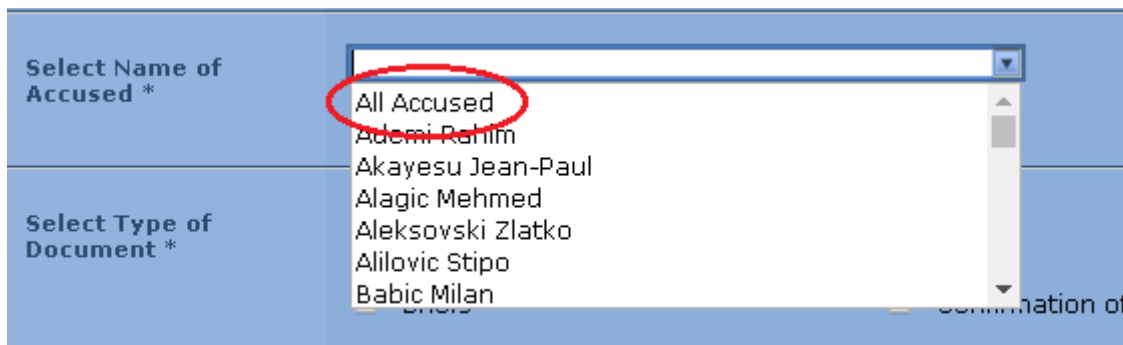
Name of Accused

*Required

The names of the accused are listed alphabetically by surname in the **Select Name of Accused** drop-down list.

Select **All Accused** to search for records in all cases.

Select a specific Accused to search for records from all cases against that Accused. Only one Accused can be selected at a time.



Note: A search for a specific Accused will return records from any multiple-accused case in which s/he appeared. These will include records relating to other Accused in the case. For example, a search for Josipović Drago will also return results relating to each of the other accused in the Kupreškić *et al.* case.

For more information on cases and individual accused, see the [Cases](#) page on the ICTY Legacy Website.

Type of Document

*Required

The document types listed in the **Select Type of Document** area provide an indication of the legal nature of the records within each category. For more information on the specific document types, see *Guide to Judicial Records of the ICTR, the ICTY and the Mechanism* [link].

Users can select **All** document types, a single document type or combinations of document types.



Select Type of Document *	<input type="checkbox"/> All	<input type="checkbox"/> Confirmation of Indictment
	<input type="checkbox"/> Briefs	<input type="checkbox"/> Decisions and Orders
	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Indictments
	<input checked="" type="checkbox"/> Exhibits	<input type="checkbox"/> Motions
	<input type="checkbox"/> Judgements	<input type="checkbox"/> Other
	<input type="checkbox"/> Notices	<input type="checkbox"/> Transcripts/Videos
	<input type="checkbox"/> Responses	<input type="checkbox"/> Witness-Related Materials
	<input type="checkbox"/> Warrants and Subpoenas	

Search tips:

- Select **Exhibits** when searching for photographs, maps, models, artefacts, audio recordings and video recordings that were admitted as evidence in court proceedings.
- Witness lists, affidavits, summonses and statements can be found in **Witness-related materials**
- Exhibit lists can be found in different categories, but primarily **Decisions and Orders** and **Motions**. Select **All** to search every category in which exhibit lists may appear. Include the term “exhibit list” in the **Specify Document Title** field.

Note: There are two kinds of exhibit lists and witness lists in the database:

1. Notifications to the court that a party intends to call the listed witnesses and tender the listed exhibits. However, ultimately, some of the listed witnesses may not testify, and some of the listed exhibits may not be tendered or admitted. These lists, therefore, cannot be considered as definitive; and
2. 2) Witness and exhibit lists filed by the Registry after the closure of the case.

Document Title

Type a keyword or phrase to search for documents that contain that keyword or phrase in their title. Keywords may include personal names, place names, event names or event dates.



Important things to remember

- The **Specify Document Title** field does not accept wildcards (“*” or “?”). However, the system assumes truncation of words. It is therefore best to search using a root word to account for variations in data entry. For instance, there are various ways in which a photograph may have been referred to in a title. A search for the root word “photo” will return the greatest number of results, as illustrated below:

<i>Title field keyword</i>	<i>Search results</i>
“photographs” will find	→ photographs
“photograph” will find	→ photograph and photographs
“photos” will find	→ photos
“photo” will find	→ photo, photos, photograph and photographs

- Spelling matters. If a word that is typed in the **Specify Document Title** field does not appear exactly as typed in any record titles, the system will not return results (with the exception of truncated words). The system does not offer suggested results for searches that contain misspelled words.
- The **Specific Document Title** field is generally not sensitive to diacritics i.e. they may be used but they do not need to be used in order to receive the same results. However, use of a crossed Đ (lowercase đ) is not allowed. Instead, the letter is represented by “d” or “dj” in the database. For example:

<i>Word using Đ or đ</i>	<i>Transcription</i>
Đorđević	Dordevic OR Djordevic
Međunarodni	Medjunarodni OR Medunarodni
Đorđe Đukić	Djordje Djukic OR Dorde Dukic
Tuđman	Tudjman OR Tudman
Između	Izmedu OR Izmedju

***Note:** The use of *d* or *dj* instead of *Đ* (*đ*) in titles and in the text of the records is inconsistent, i.e. the same word may appear in either form.

- When searching for a phrase, do not use quotation marks. For example, use Drina Corps **NOT** “Drina Corps”.



When searching for a specific date in the title, try different date variations. For example, when searching for records related to an event occurring on 10 March 1994, any of the following may return results:

10 March1994	March 10 1994	10 Mar 1994	Mar 10 1994
10/03/1994	10-03-1994	03-10-1994	03/10/1994

Search tip: Formats of exhibits (for example, photographs and videos) are not identified by a specific metadata field in the ICR. However, the format is often noted in the title of the record. To search for specific formats, type the format into the **Specify Document Title** field. For example, type “photo” in the field to find items that have been identified as photographs.

Useful format keywords include:

Map	Photo	Video
Audio	Recording	Intercept

Exhibit Number

The Exhibit Number is the number that is assigned to evidence that is admitted in court.

An exhibit number has a prefix identifying the source of the exhibit followed by a string of numbers (and sometimes additional letters to identify parts of a single exhibit). For example, P321, D51, C12, P00015, P25a and D340c.

Most prefixes are “P” (Prosecution) or “D” (Defence), but some exhibits have other prefixes, such as “C” (Chambers) or “IC” (“In court”), for exhibits introduced in court and not tendered until court is in session. For cases with multiple accused, a number may precede the “D” prefix to identify which Defence team tendered the exhibit (for example: 1D, 2D). It is not necessary to include the prefixes in the **Specify Exhibit Number** field when conducting a search.

The **Specify Exhibit Number** field will search for all exhibits with the exact string of numbers identified. For example:

Specify Exhibit Number field

15

00015

Examples of possible results

P00015, P15, D15, C15, P115, P150, P151, P152, P153, D215, D315, P415

P00015, P00015a, P00015b, D00015, C00015



When using the **Specify Exhibit Number** field, ensure that **Exhibits** is ticked in the **Select Type of Document** area.

The screenshot shows a form titled "Select Type of Document *". It contains a list of document types with checkboxes. The "Exhibits" checkbox is checked and circled in red. Below the form, there are two input fields: "Specify Document Title" and "Specify Exhibit Number". The "Specify Exhibit Number" field contains the number "15" and is also circled in red.

Search tip: Exhibit numbers are determined during hearings or filed in internal memorandums by the Registry. Exhibit numbers can be found in the transcripts or in some judgements.

Note: An exhibit number is sometimes assigned to an item before it has been admitted. If the item is later ruled inadmissible, it will not become part of the judicial record (i.e., it will not be available through the ICR).

Date Range

The **Select Date Range** area is used to search for the date that a record was signed, filed or tendered with the court, or admitted into evidence.

Note: The date range refers to court-related dates only. It does not refer to the dates of events that may be described in the records. To search for events using specific dates use the [Specify Document Title](#) or [Search Text](#) fields.

- To search for a specific date, type the date in dd/mm/yyyy format in both the **From** and **To** fields.



Select Date Range

From

To

- To search for a date range, type the begin date in the **From** field and the end date in the **To** field.

Select Date Range

From

To

- To search for a specific date up to the most recent signature date, type the begin date in the **From** field and leave the **To** field empty.

Select Date Range

From

To

Search tip: The date provided in the ICR will differ depending on the document type.

Filing	<i>date refers to</i>	date signed (often the same as the date the record is filed with the court)
Exhibit	<i>date refers to</i>	date tendered (often the same as the date exhibit was admitted in court)
Transcript	<i>date refers to</i>	date of hearing
Recording of hearing	<i>date refers to</i>	date of hearing



Sort Options

Using the **Select Sort Options** area, users can sort their results in various ways. The default order is “Descending” by date.

Sort by:

Case Description - Accused name and trial type
(Contempt, Interlocutory, etc.)

Document Source - source that submitted the record
(Prosecution, Defence, Trial Chamber 1, etc.)

Document Type – category describing the legal nature of
the record

Date – date record signed, filed, admitted or recorded
(for AV recordings of hearings)

Language – language of record

Number of pages – number of pages in a document

Order by:

Ascending – 1,2,3... or A,B,C...

Descending – 3,2,1... or C,B,A...

Search tip: To view the oldest documents first, sort by **Date** and order by **Ascending**. To view the latest documents first, sort by **Date** and order by **Descending**.

Search Text

The full-text search allows users to search for a word, phrase or string of text that appears within a document.

To do a simple full-text search:

1. select a language – the full-text search allows for only one language search at a time
2. select an accused (or all accused)
3. select a document type
4. select other parameters as needed
5. type the word, phrase or string of text in the **Search Text** field.
 - do not use quotation marks or other marks to group a phrase or string of text.
 - do not use punctuation.
 - avoid using hyphens; joining the two words together will return results with both the hyphenated and non-hyphenated spellings of the words. For example, use bosniaherzegovina, not bosnia-herzegovina

The **Search Text** field also supports the use of Wildcards, Boolean operators and W/# operators as shown below.

Search tool	Explanation	Example
Phrase	Two or more words grouped together. The system will return results for documents containing the phrase in the order in which it is written.	prison camp
?	<i>Question mark</i> - Wildcard character that takes the place of any one character in a word. Useful for finding foreign words whose accented letters or symbols may or may not have been changed.	Br?ko = Brčko ?ivinice = Živinice
*	<i>Asterisk</i> - Wildcard character that takes the place of any string of letters. Useful if user is unsure of spelling.	Bla* = Blagojević, Note: The asterisk may return many results. For instance, Bla* also returns Blaškić, blanket, blame, Jablanica, blast and others.
Note: Wildcard can be combined, but no more than 3 question marks (?) and 1 asterisk (*) can be used in a single full-text search.		
OR	Boolean operator that finds at least one of the specified terms.	prison OR camp = finds the terms <i>prison</i> or <i>camp</i> , but not necessarily both in the same document.
AND	Boolean operator that finds both of the specified terms	prison AND camp = finds the terms <i>prison</i> and <i>camp</i> in the same document.
NOT	Boolean operator that finds documents that do not contain the specified term in the search criteria	prison NOT camp = finds the term <i>prison</i> where <i>camp</i> does not appear in the same document.



""	Quotation marks – Boolean operator that searches for any of the operators listed above as a word.	prison "and" camp = finds the exact phrase <i>prison and camp</i>
Note: Boolean operators can be combined to refine search results		
W/#	Searches for documents in which a term appears within a specified number of words in either direction.	prison W/5 camp = searches for the term <i>prison</i> within 5 words before or after the term <i>camp</i> .

Viewing search results

The ICR returns 20 results at a time, in descending date order (default) or by the order chosen using the **Select Sort Options** function.

Start search

Once the search criteria are entered, click **Search** to view the results.

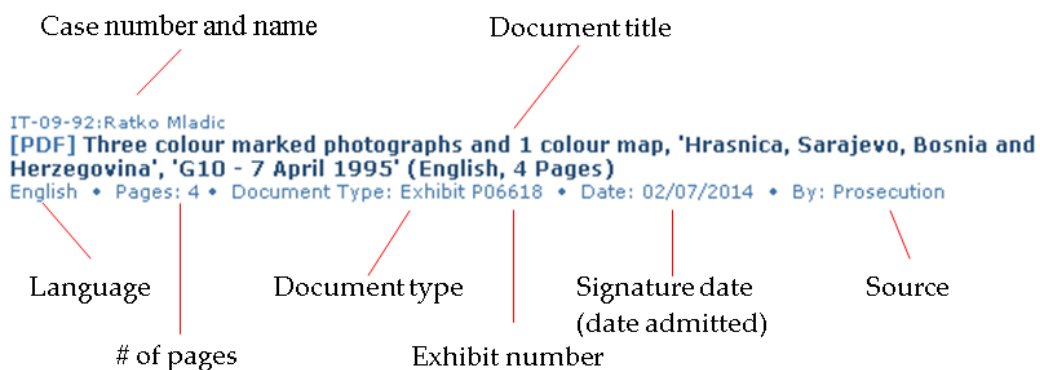


The **Search** button appears at the top and the bottom of the page, and either button can be used to start the search.

Review results

After a few moments, the results page will appear with a list of documents that contain the criteria requested on the previous **Search** page.

Each document contains associated metadata that provides information about the document. The diagram below identifies each of these elements:





Search tip: Use the associated metadata to build further searches or revise the current search. For example, using the Date metadata associated with the exhibit above, a search can be conducted for the transcript from the day in which the item was admitted (02/07/2014). The parameters for this search would be:

- Select Language: English [or French]
- Select Name of Accused: Mladic Ratko
- Select Type of Document: Transcripts/Videos
- Select Date Range: From 02/07/2014 To 02/07/2014

View document

To view the document, click on the document title. The document will automatically download. It is also possible to save the document directly to a specified location on the computer by right-clicking on the document title and selecting **Save Link As**.

Some documents also have an option which opens the document in a file viewer. To view a document in the reader, click **View Scanned Document**.

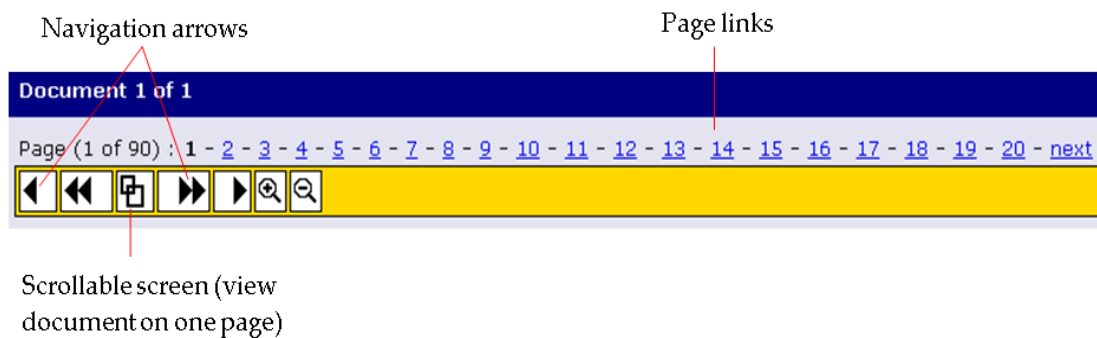
IT-09-92:Ratko Mladic

[DOC] Public Transcript of Hearing dated 2 July 2014 (English, 94 Pages)

English • Pages: 94 • Document Type: transcript • Date: 02/07/2014 • By: Trial Chamber I

[Related Documents](#) | [View Scanned Document](#)

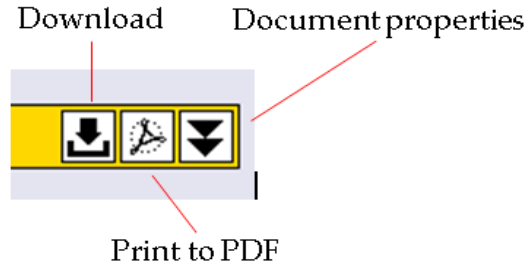
To navigate through the document in the reader, use either the individual page links or the navigation arrows. The single arrows will move you forward or back one page, the double arrows will bring you to the first or last page of the document. Alternatively, the document can be viewed on one scrollable page.





Magnification of the text can be increased or decreased using the magnifying glass icons on the toolbar.

To download the document, print to PDF or view the document properties, select the appropriate icon on the top right of the screen.



View related documents

To view related documents, click **Related Documents**.

IT-09-92:Ratko Mladic
[DOC] Public Transcript of Hearing dated 2 July 2014 (English, 94 Pages)
English • Pages: 94 • Document Type: Transcript • Date: 02/07/2014 • By: Trial Chamber I
Related Documents [View Scanned Document](#)

The **Related Documents** link returns results that are related to the document being viewed. The table below shows examples of document types and the types of related documents they return.

Document type	General relation type
Transcripts	English and French language versions of a hearing
Judgement	Volumes of the judgement
Filings	Related decisions, replies, responses, motions, etc.
Exhibits	Parts of a single exhibit (for example, a translation of a video and various excerpts from the video)
Recording of hearing	All other recordings of the same hearing (an average hearing day yields 3-5 tapes, depending on the length of the hearing)



View translations

To view translations, click **Translations**.

IT-09-92:Ratko Mladic

[TIF] 'Minutes and Tape Recordings of the RS National Assembly's 26th Session held on 2 Aorul 1993', 'Tape Recording of the 26th Session of Republika Srpska National Assembly, Held in Bileca on April 3, 1993' (excerpts) (English, 3 Pages)

English • Pages: 3 • Document Type: Exhibit P06838.E • Date: 21/10/2014 • By: Prosecution

[Translations](#)

The **Translations** link returns translations of the document. All documents in languages other than English and French will have an English or French translation. The link will only appear if there are translations available for the item.

Translations of the Document:

IT-09-92:Ratko Mladic

[TIF] 'Minutes and Tape Recordings of the RS National Assembly's 26th Session held on 2 Aorul 1993', 'Tape Recording of the 26th Session of Republika Srpska National Assembly, Held in Bileca on April 3, 1993' (excerpts) (BCS, 2 Pages)

BCS • Pages: 2 • Document Type: Dokazni predmet P06838 • Date: 21/10/2014 • By: Prosecution

IT-09-92:Ratko Mladic

[TIF] 'Minutes and Tape Recordings of the RS National Assembly's 26th Session held on 2 Aorul 1993', 'Tape Recording of the 26th Session of Republika Srpska National Assembly, Held in Bileca on April 3, 1993' (excerpts) (English, 3 Pages)

English • Pages: 3 • Document Type: Dokazni predmet P06838.E • Date: 21/10/2014 • By: Prosecution