

# **MEMORANDUM OF UNDERSTANDING**

**Between**

**THE SIERRA LEONE POLICE  
(hereinafter referred to as "the Police")  
of the Government of the Republic of Sierra Leone  
(hereinafter referred to as "the Government")**

**and**

**THE UNITED NATIONS HIGH COMMISSIONER FOR REFUGEES  
(hereinafter referred to as UNHCR)**

**(both hereinafter referred to as "the Parties")**

## ***Preamble***

### ***1. Given that:***

- 1.1. The humanitarian and civilian character of asylum and the maintenance of security in and around refugee camps are necessary for the protection of refugees and the safeguarding of Sierra Leone's national security;
- 1.2. It is the responsibility of the Government to ensure the humanitarian nature of granting asylum and civilian character of refugee camps, transit centres and way stations;
- 1.3. It is the responsibility of the Government to conduct security screening with regard to:
  - 1.3.1. border entry points;
  - 1.3.2. convoys of refugees being relocated by UNHCR from border areas to refugee camps;
  - 1.3.3. refugee camps;
  - 1.3.4. urban refugees seeking asylum at offices of UNHCR;
- 1.4. It is the responsibility of the Government to establish and manage an internment facility for Liberian combatants entering Sierra Leone;
- 1.5. It is the primary obligation of the Government to ensure the protection of refugees within its territory without discrimination between citizens and non-citizens thus respecting the rule of non-discrimination;
- 1.6. UNHCR's participation in supporting the Government in these activities is in accordance with its humanitarian and non-political mandate;

- 1.7. UNHCR, until a national eligibility commission is created and is operational, will determine asylum seekers', including ex-combatants', right to refugee status.
- 1.8. The Parties to this Understanding have agreed to observe these principles;
- 1.9. The Parties to this Understanding have agreed to fully co-operate and act in consultation with each other and to avail themselves of each other's advisory services during the definition and implementation of the activities, agreed procedures and responsibilities described herein.

**2. *It is hereby agreed by the Parties:***

- 2.1. The background situation, objectives, a description of the activities and responsibilities, budgetary requirements and other provisions for the implementation of this Understanding are detailed in Annexes I - XII.
- 2.2. This Understanding is subject to the UN rules and regulations governing the administration of public assets, funds and other contributions for which UNHCR is the custodian. In that respect, UNHCR reserves the right to take corrective measures to ensure that these are respected, preferably in consultation with the Government.
- 2.3. This Understanding is subject to the Governing Clauses for UNHCR Agreements, described in Annex VII to this Understanding and supersedes all previous oral or written understandings or agreements.
- 2.4. Nothing contained in this Understanding or other subsequent Memoranda shall be construed as a waiver, either expressed or implied, of the diplomatic immunities and privileges conferred upon the Office of the United Nations High Commissioner for Refugees.

**3. *The basic data for this Understanding:***

- 3.1. Activities:
  - 3.1.1. Police maintenance of security in and around refugee camps at Jembe, Gerrihun, Jimi Bagbo, Bandajuma, Taiama, Gondama and Largo, as well as any future refugee camps (Annex III);
  - 3.1.2. Police security screening of refugee convoys from Kailahun and Pujehun districts at points of entry and at way stations to refugee camps (Annex IV);
  - 3.1.3. Police security screening of asylum seekers registering for refugee status at UNHCR offices in urban centres (Annex V);
  - 3.1.4. Police co-operation with UNHCR refugee status determination procedures for ex-combatants who can be considered as civilians,

having undergone a period of demobilisation at the Mapeh internment centre in Port Loko district Annex VI);

3.1.5. Police co-operation with UNHCR to assess security risks refugees may face in Sierra Leone.

3.2. Duration of this Understanding: January 2003 - 31 December 2003 .

3.3. Participation of the Parties towards total activity requirements:

3.3.1. Police:

**3.3.1.1.** Deployment of six police officers per a total population up to 25,000 (refugees and host population) in and around each refugee camp, with, if possible, at least two female officers per deployment. Police will be present in the camps at all times.

**3.3.1.2.** In collaboration with UNHCR, Police should assume full responsibility to remove any suspected combatants from areas of UNHCR operations (e.g. way stations, camps), conduct a proper investigation and if found to be a combatant the police will take appropriate action, which could be transfer to the internment site in Mapeh.

3.3.1.3. Two police officers to attend each security screening of refugees at UNHCR offices in Freetown, Kenema and Bo or elsewhere if need arises. One officer should be from the Special Branch (SB) and the other from the Criminal Investigation Division (CID). If necessary this figure could change to adapt to increasing asylum seekers.

3.3.1.4. Three (3) police officers to attend security screening of refugee convoys in Kailahun and Zimmi districts. Officers from the SB and the CID to be among those selected. This figure is dependant upon the size of the convoy movements.

3.3.2. UNHCR:

3.3.2.1. Police posts and accommodation to be constructed or rehabilitated in camps and/or the vicinity of each refugee camp to serve both the refugee and host community.

3.3.2.2. Meal allowance, in cash or kind, for police officers deployed in refugee camps

3.3.2.3. Meal allowance, in cash or kind, for police officers deployed for security screening at the way stations and in particular at UNHCR offices in Freetown Bo, Kenema, Zimmi, and Kailahun.

3.3.2.4. Communications equipment for police officers deployed in camps

- 3.3.2.5. Transport means in the form of vehicles and motorbikes with standard UNHCR fuel quotas to be provided for police officers carrying out activities outlined in this Understanding.
- 3.3.2.6. UNHCR staff to monitor and co-operate with police security screening in camps, at borders, at convoy departures, at UNHCR offices in urban centres.
- 3.3.2.7. Training in the rights and responsibilities of refugees and returnees, the Government's international obligations, and other relevant protection issues for police deployed in UNHCR activities,
- 3.3.2.8. Participation in refugee status determination procedures for ex-combatants who are considered to be civilians following a period of demobilisation at the Mapeh internment facility.
- 3.3.2.9. Sharing of statistical data on refugee populations.

This Understanding shall be subject to annual review by the Parties and may also be amended as may be required by events occurring during the execution or warranted by changes in the refugee operation.

SIGNED IN TWO ORIGINALS BY THE DULY AUTHORISED SIGNATORIES ON BEHALF OF THE PARTIES, EACH OF WHOM HAS RECEIVED A COPY OF, AND AGREED TO THE CONTENTS OF, THE GOVERNING CLAUSES FOR UNHCR AGREEMENTS:

	UNHCR	THE POLICE
Signature:	Arnauld Akodjenou	Francis A. Munu
Name:	Arnauld Akodjenou	Francis A. Munu
Title:	Representative	Police commissioner in charge of SLP operations
Date:	17 February 2003	17 February 2003
Place:	Freetown	Freetown

## ANNEX I

### DEFINITIONS

1. **Refugee**, as provided in the 1951 United Nations Convention relating to the Status of Refugees and its 1967 Protocol and the 1969 OAU Convention Governing the Specific Aspects of Refugee Problems in Africa is defined as :

a. “every person who, owing to a well-founded fear of being persecuted for reasons of race, religion, nationality, membership of a particular social group or political opinion is outside his country of origin and is unable or owing to such fear, is unwilling to avail himself of the protection of the country of his nationality and is unable or, owing to such fear, is unwilling to avail himself of the protection of that country”; and

b. “every person who, owing to external aggression, occupation, foreign domination or events seriously disturbing public order in either part or the whole of his country of origin or nationality, is compelled to leave his place of habitual residence in order to seek refuge in another place outside his country of origin or nationality.”

2. **Combatant**, using the definition in the 1949 Geneva Convention (III) on the Treatment of Prisoners of War, refers to a person who:

- i. is a member of an armed/military organisation or establishment, whether regular or irregular; or
- ii. has been participating actively in military activities and hostilities; or
- iii. has undertaken activities to recruit or train military personnel; or
- iv. has been in a command or decision-making position in an armed organisation or establishment; or
- v. has arrived in the host country carrying arms and/or in military uniform; or
- vi. after having arrived in the host country as a civilian, assumes any of the above attributes.

3. **Ex-combatant** refers to individuals who met the definition above of a combatant, have completed a demobilisation process and have not resumed any of the activities enumerated above in point 2.

4. **Gender Based Violence** as contained in the Declaration on the Elimination of Violence against Women (General Assembly Resolution 48/104) is defined as follows:

...any act that results in, or is likely to result in, physical, sexual or psychological harm or suffering to women, including threats of such acts, coercion or arbitrary deprivation of liberty, whether occurring in public or in private life.

...shall be understood to encompass, but not be limited to the following:

- a. Physical, sexual and psychological violence occurring in the family, including battering, sexual abuse of female children in the household, dowry-related violence, marital rape, female genital mutilation and other traditional practices harmful to women, non-spousal violence and violence related to exploitation.
- b. Physical, sexual and psychological violence occurring within the general community, including rape, sexual abuse, sexual harassment and intimidation at work, in educational institutions and elsewhere, trafficking in women and forced prostitution
- c. Physical, sexual and psychological violence perpetrated or condoned by the State, wherever it occurs.

5. **Host Community** refers to the local population where refugees are residing.

6. **UNHCR's Mandate**, as provided in the Statute of UNHCR, is to ensure the protection of refugees and to seek durable solutions to their plight. UNHCR works with Governments and non-governmental organisation to fulfil this.

## ANNEX II

### REFUGEE SITUATION

#### **I. Legal Status**

In accordance with its obligations under the United Nations and OAU Refugee Conventions, the Government of Sierra Leone is according asylum to Liberian refugees who are fleeing armed conflict in their country.

#### **II. Populations / Statistics by Location**

As at the middle of November 2002, there are more than 63,000 Liberian refugees in Sierra Leone, including over 42,000 in camps; some 12,000 in border areas of Kailahun and Zimmi; and over 8000 in urban centres (this includes an old refugee population of 7000, who have been resident since the 1990s in Freetown, Kenema and Bo).

The refugee camp populations are as follows (as at 15 November 2002):

<b>District</b>	<b>Chiefdom</b>	<b>Locality</b>	<b>Host Population</b>	<b>Refugee Population</b>	<b>Total</b>
Bo	Baoma	Jembe	3,000	6,912	9,912
	Baoma	Gerrihun	7,000	6,837	13,837
	Tikonko	Gondama	18,000	5,608	23,303
	Bagbo	Jimi Bagbo	1,800	6,406	8,206
Kenema	Nongowa	Largo	9,000	2,506	11,506
	Small Bo	Tobanda (under construction)		0	
Pujehun	Sowa	Bandajuma	2,300	5,397	7,697
Moyamba	Kori	Taiama	6,500	7,536	14,036
			<b>48,000</b>	<b>42,075</b>	<b>90,075</b>

There are also UNHCR transit centre and way stations, which are used for the relocation of both Liberian refugees and Sierra Leonean returnees, as follows:

#### **Transit Centre**

- Jui

#### **Way Stations**

- Kailahun
- Zimmi
- Dauda
- Blama
- Baima

#### **III. Policies**

It is the Government's policy that, for security reasons, new refugees (those who arrived from 2001 onwards) should be strongly encouraged to relocate away from border areas and into refugee camps in the interior, where UNHCR through its implementing partner agencies provides full care and maintenance programmes. For security reasons and in accordance with the OAU Refugee Convention, UNHCR does not support refugee camps close to the border. Accordingly, UNHCR and the Government are collaborating in a mass information campaign to persuade refugees in Kailahun and Pujehun districts to move away from border areas. UNHCR provides transportation from these areas to refugee camps. In all endeavours, the Government is guided by its obligation not to force refugees to return to their country.

UNHCR and the Government are trying to encourage development in Sierra Leone through local integration of refugees - for example, by making land available for refugees to cultivate alongside host communities and supporting community based projects for the benefit of both the host community and refugees.

#### **IV. Partners**

UNHCR works with a variety of partners in the camps. Below please find the a list of the partners and a chart outlining who is working in which camps and sector(s).

African Concern (AC)  
 Action contre le faim (ACF)  
 Arch Diocesan Development Office (ADDO)  
 Cooperative Assistance Relief Everywhere (CARE)  
 Centre for Victims of Torture (CVT)  
 Forum for African Women Educationalists (FAWE)  
 Government of Sierra Leone (GoSL)  
 Gesellschaft fuer technische Zusammenarbeit (GTZ)  
 International Committee of the Red Cross (ICRC)  
 International Rescue Committee (IRC)  
 Methodist Church Sierra Leone (MCSL)  
 Medical Emergency Relief International (MERLIN)  
 Mediciens Sans Frontier Belgium (MSF-B)  
 Mediciens Sans Frontier France (MSF-F)  
 Save the Children United Kingdom (SC-UK)  
 United Nations Children's Fund (UNICEF)  
 World Food Programme (WFP)  
 World Vision International (WVI)



## ANNEX III

### MAINTENANCE OF SECURITY IN AND AROUND REFUGEE CAMPS IN SIERRA LEONE

#### I. Objectives

In recognition of the Government's responsibility for the protection and safety of refugees and the host communities alike, the need to maintain law and order in and around refugee camps, and for ensuring that refugees do not engage in activities which may compromise the civilian character of refugee camps, the Government and UNHCR are co-operating pursuant to this Understanding to ensure the following objectives:

- Law and order will be maintained in and around all refugee camps.
- Refugees' human rights will be better guaranteed, such as physical security, and freedom of movement.
- Permanent police presence, in addition to security screening, will deter the militarisation and politicisation of refugee camps and ensure that all residents of refugee camps are acting in accordance with their civilian status as a refugee .
- Any combatants in refugee camps will be identified and removed to the Mapeh internment facility.
- Military recruitment in refugee camps will be deterred.
- There will be a focus on responding to and preventing incidences of sexual and gender-based violence, in particular domestic violence, in camps.
- The security of humanitarian operations, personnel and supplies will be reinforced.
- Conflicts and tensions between refugees and local populations will be averted and an enhanced harmonious cohabitation will result.
- Increased camp security will also benefit host communities and national security interests.
- Police officers will be introduced to the principles of refugee protection and the mandate of UNHCR.
- Relations between UNHCR and the police will be enhanced.
- Police relations with refugee and host communities will be strengthened.

#### II. DESCRIPTION OF ACTIVITIES AND RESPONSIBILITIES

**UNHCR will provide the following assistance for the purpose of ensuring permanent and effective police deployment in refugee camps:**

- UNHCR will provide a total of three (3) vehicles with one (1) deployed in the District of Kenema and two (2) deployed in the District of Bo to cover transportation and transit needs of police officers deployed in the refugee camps. These vehicles should also be used to meet the needs of survivors of violence. An additional one (1) motor bike per camp will be allocated for the same purposes. Fuel will be provided according to UNHCR standard quotas.

- UNHCR will ensure (where appropriate through the co-operation of other agencies), the construction or rehabilitation of needed standard police post in camps and/or vicinity; see Annex VIII. The police will be accommodated in structures being constructed or rehabilitated in or near each camp with appropriate water and sanitation facilities.
- UNHCR will provide each police post with necessary telecommunication equipment for humanitarian agencies to be able to liaise with the police.
- UNHCR will provide a daily meal allowance in cash or kind arranged on a monthly basis. Payment of individual meal allowances is subject to the deployed police forces meeting the below criteria. At UNHCR's discretion, payment of allowances to police suspected of misconduct or illegal activity may be suspended while an investigation into the matter is undertaken.
- UNHCR, in co-operation with the police and other relevant agencies, will organise training for the police on various issues, including the rights and responsibilities of refugees and returnees, the obligations of the Government, and issues relating to maintenance of law and order in refugee settings. These trainings will be organised not only for police deployed in camps, but also in areas of refugee influx and areas of return of displaced Sierra Leoneans.
- UNHCR will support police deployed in camps to receive training in prevention and response to sexual and gender-based violence, in particular on domestic violence, and similar training available to the Family Support Unit. UNHCR will work closely with IRC to carry out this training.
- UNHCR will regularly provide statistical data on the refugee population and their locations. UNHCR will share copies of databases developed on the refugee population.

**The Government will provide the following services for the purpose of ensuring the permanent and effective police deployment in refugee camps:**

- There will be permanent police deployments in or near every refugee camp. Policing will be conducted in accordance with internationally accepted standards.
- A ratio of six police officers for a population up to 25,000 people (refugees and host community) will be maintained at all times with a permanent police presence in the camps environs. This number may be reviewed on a regular basis, to take account of changes in the overall population figures. As feasible each unit will have at least two policewomen, in order to ensure the availability of female officers to respond to sexual violence and exploitation, and other crimes against refugee women and children. Police will not discriminate between the security

needs of the host and refugee communities.

- Officers will operate in shifts to ensure 24-hours per day police coverage seven days a week.
- Each police unit will be under the command of an experienced police officer, whose role will include supervising, training, and monitoring the unit and co-ordinating with UNHCR. The commanding officer's name and contact details will be provided to UNHCR and the camp management agency.
- Officers in the camps, if possible, will be a composition of the different branches: SB, CID, General Duty (GD), and Family Support Unit (FSU) and, if necessary, Special Security Division (SSD).
- The units will be rotated, generally at six-month intervals, among the camps and other deployment areas.

**Police deployment per locality (total population as of 1 December 2002)**

District	Chiefdom	Locality	Total Population (host and refugee)	Male Police Officers	Female Police Officers	Total Police Officers
Bo	Baoma	Jembe	9,912	7	1	8
	Baoma	Gerrihun	13,837			4
	Tikonko	Gondama	23,303			
	Bagbo	Jimi Bagbo	8,206			
Kenema	Nongowa	Largo	11,506	4	1	
	Small Bo	Tobanda (to be constructed)				
Pujehun	Sowa	Bandajuma	7,697			5
Moymba	Kori	Taiama	14,036			

Adjustments to deployments will be subject to operational needs and prior agreement with UNHCR.

**III. Terms of reference of police deployed to locations comprising of host and refugee communities**

Ensuring physical security: The police will ensure the safety of all persons in the location, i.e. the host community as well as the refugee camp, thereby contributing to national security. In the camp, police will provide security for both refugees and humanitarian personnel, as well as the security of humanitarian supplies and operations against crime, riots and disturbances.

Maintenance of law and order in and around the refugee camps: All population, refugees and members of the host communities, have a duty to respect the laws of Sierra Leone. All violations of the law committed by a refugee or against a refugee will be dealt with in accordance with normal judicial procedures of Sierra Leone. Accordingly, the police will ensure that criminals, whoever they may be, are identified, arrested, prosecuted and punished and that all criminal activities in and around refugee camps are thoroughly investigated and action is taken to bring the offenders before a court without undue delay, in accordance with the laws of Sierra Leone. The police will ensure that UNHCR staff are duly informed of the arrest and have access to all refugees arrested.

Maintaining the civilian character of refugee camps: The police will maintain the civilian character of refugee camps by separating from camps any persons who are engaged in, or suspected of engaging in, activities prejudicial to the civilian character of refugee camps. This may consist of combatants, including activists recruiting refugees, and others suspected of engaging in military-type activities. Such persons will be handed over to the police for appropriate action, which could be detention at the Mapeh internment facility for combatants. The police will enable UNHCR to monitor this type of operation. The police may be required to conduct periodic security screening, including requests by UNHCR. The police will discourage military recruitment and will ensure that there are no armaments in camps.

Refugee status and protection: The police will share any information with UNHCR about individual refugees that may bring an individual's claim to refugee status into question and/or that places a refugee's security at risk. This would include nationality, prominent background in politics, illicit activities, combatant status etc.

Special protection needs: Particular attention will be paid to the protection needs of women, children and elderly refugees.

Sexual and gender-based violence : The police deployed in camps will make active efforts to prevent and respond to such incidents, in collaboration with the Family Support Unit. Police deployed in camps will receive training in prevention and response to sexual and gender-based violence, with the support of UNHCR and IRC. Officers will also be instructed on camp referral systems and assistance available to survivors in the camp. Cases will be handled with due regard to confidentiality, sensitivity and dignity of the survivors. In this regard, the police will attempt to ensure that deployment of female officers in the camps to enhance police effectiveness in dealing with such issues affecting refugee women and girls.

Standards of Accountability : The Government and UNHCR expect every police officer deployed in camps to abide by similar high standards of personal and professional conduct required of personnel working in humanitarian operations. For this purpose, Standards of Accountability are attached as Annex XV, with which UNHCR expects all police deployed in camps to be familiar.

Community policing and prevention of crime in the refugee camp: The police will co-supervise, and impart community policing skills to, refugee camp wardens, who

will be chosen from among refugees. The role of camp wardens is to help patrol camps, report incidents to the police and assist the police in crime prevention. However, wardens have no power to arrest any individual in or outside the refugee camps. Detailed Terms of Reference of the wardens are attached as Annex X.

The police officers are also expected to be familiar with and respect the camp by-laws issued by NaCSA and UNHCR in October 2002; see Annex XI. The police officers will collaborate as needed with the Grievance Committee, which is responsible for enforcing the by-laws.

The Police will collaborate with UNHCR and other relevant government authorities in instructing refugees about their obligations to respect the laws of Sierra Leone, as well as their duty to refrain from any activities that may endanger the security of refugees or nationals of Sierra Leone and compromise the civilian character of refugee camps.

Liaison with UNHCR: Close liaison between UNHCR and the police in each camp is required. The Field Security Advisor is the overall focal point for relations with the police. At camp level, the commanding officer in each camp will liaise on a daily basis with UNHCR staff assigned to that camp. Information on crimes committed by or against refugees will be provided immediately and systematically to the UNHCR Protection Officer for the camp, to enable UNHCR to follow up on protection issues.

Monthly incident analysis reports: Detailed incident reports will be provided to UNHCR at the end of every month, indicating the date of each reported incident, the type of incident, the persons involved (if known), a brief summary of the police response and a brief summary of the outcome of the response and/or the status of the persons concerned. These reports should respect the confidentiality of survivors of gender based violence, in particular rape. Information from these monthly reports will be used to measure activities, establish trends and propose appropriate responses.

#### **IV. Performance indicators**

In evaluating performance of deployed police officers, UNHCR will take into account the following:

- Number of appropriately qualified/suitable police officers visibly present in each camp;
- Adherence to the Standards of Accountability;
- Prompt responses to incidents and allegations requiring police intervention;
- Quantity and quality of information provided in the monthly incident analysis reports; and
- Confidentiality, sensitivity and dignity demonstrated in responding to crimes, in particular sexual and gender based violence.

UNHCR may, if necessary, recommend the immediate transfer or removal from the security deployment of any police personnel whom it reasonably suspects of having engaged in unprofessional behaviour, including corrupt practices and breaches of the Standards of Accountability. Such requests will be put in writing with necessary documentation.

## ANNEX IV

### SECURITY SCREENING AT ENTRY POINTS AND OF REFUGEE CONVOYS FROM BORDER AREAS TO REFUGEES CAMPS

#### I. Objectives

In recognition of the Government's responsibility to provide asylum to refugees as defined by the 1951 United Nations Convention and the 1967 Protocol relating to the Status of Refugees and the 1969 OAU Convention Governing the Specific Aspects of Refugee Problems in Africa and to prevent *refoulement* (forced return) of refugees and persons protected under the United Nations Convention against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment, the Government and UNHCR are co-operating pursuant to this Understanding to ensure the following objectives:

- Separation of combatants from civilian refugees populations
- Reception and granting of asylum to genuine asylum seekers
- Prevention of *refoulement*
- Demonstration of the humanitarian nature of granting asylum
- Contribution to national security through heightened border security measures and systematic security screening during the registration of refugees
- Countering perceptions of Liberian refugees as suspected rebels
- Introduction of the principles of refugee protection, non-*refoulement* and the mandate of UNHCR to police officers
- Enhancement of relations between UNHCR and the police

#### II. Description of activities and responsibilities

**UNHCR will provide the following assistance for the purpose of ensuring effective security screening at entry points and from border areas to refugee camps:**

- UNHCR will provide two (2) motor bikes for way stations in Pujehun and Kailahun Districts for purposes of conducting security screening. Fuel will be provided according to UNHCR standard quotas.
- UNHCR will pay a daily meal allowance of 2,500 Le to each police officer deployed for purposes of conducting security screenings of convoys. Payment will be effected the day of the convoy by the closest UNHCR Field Office to the

concerned officers. Payment of individual daily allowances is subject to the deployed police officers meeting the below criteria. At UNHCR's discretion, payment of allowances to police suspected of misconduct or illegal activity may be suspended while an investigation into the matter is undertaken.

- UNHCR will provide necessary stationary to maintain immigration registration books at border points.
- UNHCR, in co-operation with the police and other relevant agencies, will organise training for the police on various issues, including the rights and responsibilities of refugees and returnees, the obligations of the Government, and issues relating to maintenance of law and order in refugee settings. These trainings will be organised not only for police deployed in camps, but also in areas of refugee influx and areas of return of displaced Sierra Leoneans.

**The Government will provide the following services for the purposes of ensuring the effective security screening at entry points and from border areas to refugee camps:**

- Deploy sufficient police officers from the SB to support immigration officers in screening arrivals at official border crossing points.
- Deploy three (3) police officers from SB and CID, upon request by UNHCR, to way stations to conduct security screening of all individuals being loaded on to convoys. Depending upon the size of the convoy the number of officers deployed could increase or decrease.
- The above mentioned police officers will be experienced officers with appropriate training in screening for combatants. Capacity building training needs in this area should be forwarded to UNHCR, which will examine possibilities for supporting training requirements that are beyond the scope of UNHCR's expertise.
- At the discretion of the police and in consultation with UNHCR, SSD officers may carry arms in refugee settings if deemed necessary for carrying out security screenings.
- The police will collaborate with UNHCR to enable UNHCR staff to monitor the investigation of all suspected combatants to ensure that genuine refugees are not falsely accused and consequently interned.

**Way Stations**

There are five (5) way stations to where the police may be called to carry out security screening. These are as follows:

1. Kailahun
2. Zimmi
3. Dauda
4. Blama
5. Baima

### **III. Terms of reference of police carrying out security screening among refugee populations**

Security screening: The police will screen all individuals, who present themselves to UNHCR for transport to the refugee camps. The focus of the screening will be to identify combatants or any individuals, who may pose a security threat. The police will be responsible for verifying in writing that the individual has been screened and assessed as not being a security threat.

Identification of combatants: The police will actively monitor border crossing points to identify combatants, who cross into Sierra Leone. In effectively carrying out this task it is expected that officers will appropriately liaise with soldiers from the Republic of Sierra Leone Armed Forces (RSLAF) and local authorities in the areas of concern.

Removal and transfer of combatants: Upon receiving information of the presence of a suspected combatant, the police will ensure the individuals' removal from refugee settings to carry out a proper investigation into the individual's background. If the individual is determined to be a combatant the police will assume responsibility to transfer the combatant to the Mapeh internment facility.

Refugee status and protection: The police will share any information with UNHCR about individual refugees that may bring an individual's claim to refugee status into question and/or that place a refugee's security at risk. This could include nationality, prominent background in politics, government, illicit activities, combatant status etc.

Reports / Exchange of information: The police will prepare monthly reports on activities carried out relating to security screening providing detailed information on the identification and internment of all combatants. Information from these monthly reports will be used to assess combatant presence among refugee populations, establish trends and propose appropriate responses.

### **III. Performance Indicators**

In evaluating performance of police officers carrying out security screening, UNHCR will take into account the following:

- Professionalism of screening conducted e.g. timely arrival, interviewing skills, respectful interaction with refugees
- Prompt responses to incidents and allegations requiring police intervention with suspected combatants
- Quantity and quality of information provided in the monthly incident analysis reports

UNHCR may, if necessary, recommend the immediate transfer or removal of any police personnel whom it reasonably suspects of having engaged in unprofessional behaviour, including corrupt practices. Such request would be put in writing with necessary documentation.



## ANNEX V

### SECURITY SCREENING OF URBAN REFUGEE POPULATIONS IN COLLABORATION WITH UNHCR REGISTRATION PROCEDURES

#### I. Objectives

In recognition of the Government's responsibility to provide asylum to refugees as defined by the 1951 United Nations Convention and the 1967 Protocol relating to the Status of Refugees and the 1969 OAU Convention Governing the Specific Aspects of Refugee Problems in Africa, the Government and UNHCR are co-operating pursuant to this Understanding to ensure the following objectives:

- Separation of combatants from civilian asylum seekers
- Granting of asylum to asylum seekers
- Demonstration of the humanitarian nature of granting asylum
- Contribution to national security through heightened security measures during the registration of refugees
- Countering perceptions of Liberian refugees as suspected rebels
- Introduction of Police Officers to the principles of refugee protection and the mandate of UNHCR
- Enhancement of relations between UNHCR and the police

#### IV. Description of activities and responsibilities

##### **UNHCR will provide the following assistance for the purpose of ensuring effective security screening at registration points:**

- UNHCR will pay a daily meal allowance/incentive of 7500 leones for Freetown and 5000 leones elsewhere to each police officer deployed for purposes of conducting security screenings of convoys. Payment will be effected the day of the registration by the closest UNHCR Office to the concerned officers.
- UNHCR, in co-operation with the police and other relevant agencies, will organise training for the police on various issues, including the rights and responsibilities of refugees and returnees, the obligations of the Government, and issues relating to maintenance of law and order in refugee settings.

##### **The Government will provide the following services for the purposes of ensuring the effective security screening at registration points:**

- Deploy a total of two (2) police officers with one from SB and another from the CID, upon request by UNHCR, to conduct security screenings. If necessary this

figure could increase to respond to increases in the number of asylum seekers.

- The above mentioned police officers will be experienced officers with appropriate training in screening for combatants. Capacity building needs in this area should be forwarded to UNHCR, which will examine possibilities for supporting training in needed areas that are beyond the scope of UNHCR's expertise.
- The police will collaborate with UNHCR to enable UNHCR staff to monitor the investigation of all suspected combatants to ensure that genuine refugees are not falsely or arbitrarily accused and consequently interned.

### **Registration Sites**

1. Freetown UNHCR Office 29 Wilkenson Road
2. Kenema UNHCR Sub-Office Hanga Road
3. Bo UNHCR Field Office

### **III. Terms of reference of police carrying out security screening among refugee populations**

Security Screening: The police will screen all individuals who present themselves to UNHCR as asylum seekers. The focus of the screening will be to identify combatants or any individuals, who may pose a security threat. The police will be responsible for verifying in writing that the individual has been screened and assessed as not being a security threat.

Refugee status and protection: The police will share any information with UNHCR about individual refugees that may bring an individual's claim to refugee status into question and/or that place a refugee's security at risk. This could include nationality, prominent background in politics, government, illicit activities, combatant status etc.

Removal and transfer of combatants: If one is suspected to be a combatant, the police will ensure the individual's removal from UNHCR's premise in order to carry out a proper investigation into the individual's background. If the individual is determined to be a combatant, the police will assume responsibility to transfer the combatant to the Mapeh internment facility.

Reports / Exchange of information: The police will prepare monthly reports on activities carried out relating to security screening providing detailed information on the identification and internment of all combatants in their area of responsibility. Information from these monthly reports will be used to assess combatant presence among refugee populations, establish trends and propose appropriate responses.

### **V. Performance Indicators**

In evaluating performance of police officers carrying out security screening, UNHCR will take into account the following:

- Professionalism of screening conducted e.g. timely arrival, interviewing skills, respectful interaction with refugees
- Prompt responses to incidents and allegations requiring police intervention with suspected combatants
- Quantity and quality of information provided in the monthly incident analysis reports

UNHCR may, if necessary, recommend the immediate transfer or removal of any police personnel, whom it reasonably suspects of having engaged in unprofessional behaviour, including corrupt practices. Such request would be put in writing with necessary documentation.

## ANNEX VI

### UNHCR COOPERATION WITH THE POLICE REGARDING THE INTERNMENT OF COMBATANTS

#### I. Objectives

In recognition of the Government's international obligations in the 1907 Hague Convention (V) on Rights and Duties of Neutral Powers and Persons in Case of war on Land to intern any troops belonging to belligerent armies, the Government and UNHCR are co-operating pursuant to this Understanding to ensure the following objectives:

- Establishment and maintenance of an internment facility for Liberian combatants
- Separation of combatants from refugee populations
- Maintenance of the civilian and humanitarian character of asylum and refugee camps
- Non-militarisation of the refugee camps
- Introduction of police officers to the principles of refugee protection and the mandate of UNHCR
- Enhancement of relations between UNHCR and the police

#### II. Description of Activities and Responsibilities

##### **UNHCR will provide the following assistance with regards to the internment of combatants:**

- UNHCR will inform donors of the importance of the internment facility to maintaining the humanitarian nature of granting asylum and the civilian character of the refugee camps.
- UNHCR will continue to participate in the Task Force on the Internment Facility.
- UNHCR will assist in the development of a registration form, which allows for a profiling to be compiled of the internees in order to determine when to proceed with refugee status assessments.
- UNHCR will accommodate civilian family members of combatants in refugee camps, as such family members are considered to be refugees. UNHCR, in collaboration with other relevant agencies, will facilitate periodic family visits between refugee family members and interned combatants.
- UNHCR will set up a special refugee status determination procedure for individuals who have completed a period of internment and are considered to be civilians, after having been genuinely and permanently demobilised. The refugee

status determination procedure will include consideration of whether such individuals have committed serious human rights abuses, which would result in their being excluded from international protection as refugees. An individual determined to be an ex-combatant who meets the criteria for refugee status may be removed from the internment facility and accommodated in a refugee camp, or another location subject to the agreement of the Government and UNHCR.

- UNHCR, in collaboration with UNICEF and child protection agencies, will assume responsibility for the demobilisation and care of combatants under the age of eighteen.

**The Government will provide the following services with regards to the internment of combatants:**

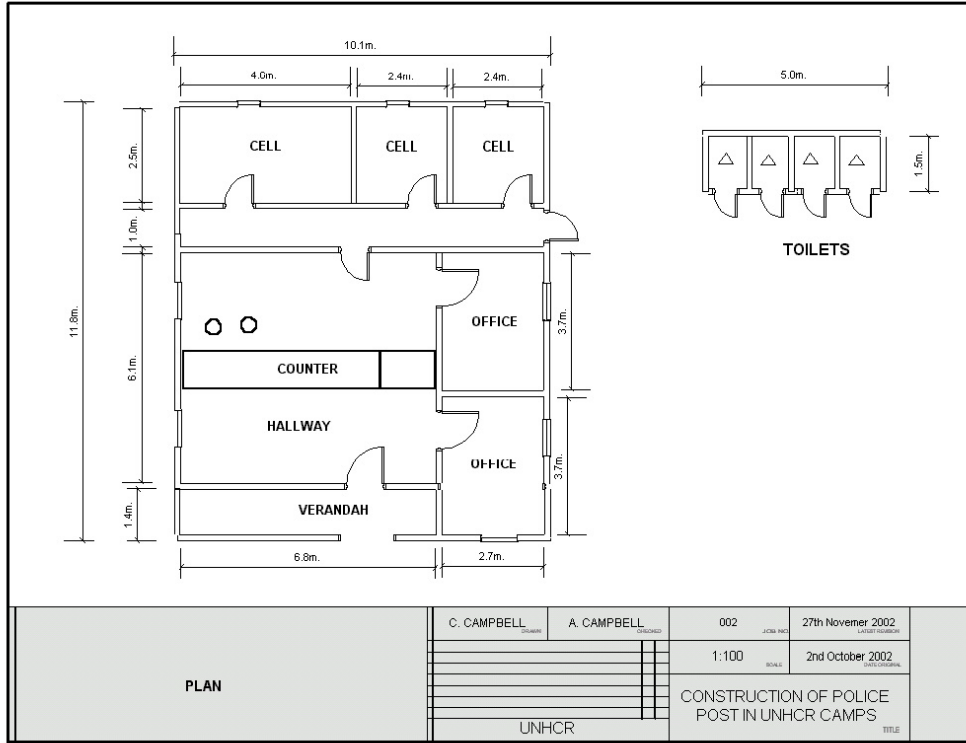
- As the Chair of the Task Force on the Internment of Liberian Combatants, the police will serve as UNHCR's main focal point for any information about the facility and its residents.
- The police will facilitate UNHCR's access to any of the internees upon request and collaborate with UNHCR to determine when one should be interviewed for refugee status and whether or not one should be excluded from refugee protection due to having committed serious human rights abuses.
- The police will inform UNHCR of the arrest of any Liberians as a suspected combatant and grant UNHCR staff access to the individual. The police will collaborate with UNHCR to enable UNHCR staff to monitor the investigation to ensure that genuine refugees are not falsely or arbitrarily accused and consequently interned.

## **ANNEX VII**

### **PRINCIPLES GOVERNING ASSETS AND LIABILITIES**

*[This Annex is regarded confidential and not included inpsRoom.Info]*

## ANNEX VIII Standard Police Post



<b>PLAN</b>	C. CAMPBELL <small>DRAWN</small>	A. CAMPBELL <small>DESIGNED</small>	002 <small>JOB NO.</small>	27th November 2002 <small>DATE</small>
			1:100 <small>SCALE</small>	2nd October 2002 <small>DATE</small>
			CONSTRUCTION OF POLICE POST IN UNHCR CAMPS	
		UNHCR	TITLE	





## **ANNEX IX**

### **STANDARDS of ACCOUNTABILITY TO THE COMMUNITY & BENEFICIARIES FOR ALL HUMANITARIAN & DEVELOPMENT WORKERS SIERRA LEONE**

*[The Standards of Accountability can be found elsewhere on OpsRoom.Info]*

## **ANNEX X**

### **TERMS OF REFERENCE FOR REFUGEE WARDENS**

*[The ToR for Refugee Wardens can be found elsewhere on OpsRoom.Info]*

**ANNEX XI**  
**Camp By-Laws**

**BYE-LAWS FOR LIBERIAN REFUGEES IN SIERRA LEONE CAMPS**

*[The Camp By-Laws can be found elsewhere on OpsRoom.Info]*

**ANNEX XII**

**BUDGETARY REQUIREMENTS 2003**

*[This Annex is regarded confidential and not included inpsRoom.Info]*