Steps to Reporting Violence

What is violence?

- Behavior involving physical force intended to hurt, damage, or kill someone or something.
- Violence can also occur in other forms of abuse: sexual, emotional, psychological, spiritual, cultural, verbal and financial.

If you have experienced physical violence or sexual assault, report your case immediately.

- It is important to understand when reporting a case, the more evidence to support your case the better the outcome. Ensure to keep as much evidence as possible and take pictures of any physical assault to prove your case.
- If you feel like you need assistance, call the Vanuatu Women's Centre on their freeline 161.
    - They can support you to report your case and also offer counselling and consultations on how to report violence cases, follow up on your cases, what to do when experiencing violence and other relevant matters to violence against women.

Below are the steps and procedures for reporting violence:

1. Go to the Family Protection Unit at the Police Station as soon as possible after an assault and report your case.
   If you are a victim of rape, it is encouraged to appear in the same clothing of the incident

2. You will be given a series of documents to support and report your case:

    a. Two Medical Reports

        i. A medical report assessment to be conveyed by the Police prior to seeking medical examination

        ii. A medical report to be filled out by a doctor at the hospital or your private clinic after a medical assessment of the physical or sexual assaullt

    b. Witness Statement(s)

        i. You will need anyone who witnessed the assault to make an official statement of the incident and provide as much evidence and details

        ii. If you have no witness, the medical reports play a crucial role in supporting your case

    c. Complainant Statement

        i. You will need to provide a detailed statement of the incident and provide as much physical and photographic evidence if you have been physically or sexually assaulted.

3. Complete and submit all three sets of documents including your birth certificate for identification to the Family Protection Unit

4. You will be given a Crime Report Number (CR#) and investigators assigned to your specific case and whom will conduct investigation in order to move through with the legal procedures of your case