Principio del formulario

**GLOSSARY**

**ACCESSIBILITY:** Consists of the guaranteed access for people with disabilities, on equal terms with others, to the physical environment, transportation, including information and communication systems and technologies, and other services and facilities open to the public or for public use, both in urban and rural areas.

**ACTION WITHOUT HARM**: Is the incorporation in the performance of the civil servants or contractors, ways of relating with the victims that do not generate revictimizations and take care of the emotional conditions of the victims in all the stages: declaration, registration, assistance, as in the processes of interviews, characterization, construction of compensation plans and follow-ups with the implementation of the measures. The processes of action without harm must be constructed by assuming that the population to which the attention, assistance and compensation measures are directed, have been affected and may experience various forms of emotional suffering.

**ACTS OF RACIAL DISCRIMINATION:** The acts of racial discrimination are recorded in protocol I of 1977 and which states in numeral 4 of article 85: "the practices of apartheid and other inhuman and degrading practices, based on racial discrimination, that imply an insult against personal dignity. " This article is consistent with the provisions of Article II of the International Convention on the repression and punishment of apartheid crime of 1973. However, the most accurate description of this conduct is found in the International Convention for the Elimination of All Forms of Racial Discrimination referred to in Article 1.1: "in this Convention the expression" racial discrimination "shall denote any distinction, exclusion, restriction or preference based on race, color, lineage or national or ethnic origin having as its object or which will result in nullifying or impairing the recognition, enjoyment or exercise, under conditions of equality, of human rights and fundamental freedoms in the political, economic, social, cultural or any other sphere of public life "(International Convention for the Elimination of all the Forms of Racial Discrimination, 1965).

**ACTS OF VICTIMIZATION**: Corresponds to violations of International Humanitarian Law and human rights occurring within the framework of Article 3 of Law 1448. These are: threat, terrorist attack, forced displacement, antipersonnel mines, sexual integrity, torture, enforced disappearance, homicide, massacre, kidnapping, entailment, depravation and abandonment.

**ADMINISTRATIVE COMPENSATION:** Is the program created to provide compensations to the victims defined in article 3 of Law 1448 to offer measures of compensation without having to resort to a judicial demand, but through a program administered and coordinated by the National Government. The administrative compensation program includes individual and collective compensation routes.

**AGREEMENT FOR THE EXCHANGE AND CONFIDENTIALITY OF INFORMATION:** Document whereby the relationship between a national/territorial entity and the National Information Network is established.

**ANNEXES**: Correspond to the specific and particular information of each victimized event.

**APPROVED IN MINUTES**: When the condition as a victim was included and approved in the Minutes, but the entry to the payment table has not been made. Likewise, through the Compensation College, the elements will be provided for the population, victim of the violence, that has entered the unique compensation route, for an attention that is differential, integral and provides adjustments.

**ASSESSMENT**: Methodological exercise accompanied by a rigorous verification of various technical, legal, contextual and administrative tools, through which the information provided by the person claiming to be a victim is analyzed in order to determine if the facts narrated by the person are covered within the regulations in article 3 of Law 1448 of 2011.

**ASSISTANCE:** Assistance to the victims is understood as the integral set of measures, programs and resources of a political, economic, social, fiscal, and other nature, under the responsibility of the State, aimed at restoring the effective validity of the rights of victims, providing them conditions to lead a dignified life and ensure their incorporation into the social, economic and political life.

**ATTACHMENTS**: Supporting documents delivered by the deponent at the time of the declaration.

**ATTACKING CULTURAL PROPERTY AND PLACES OF WORSHIP**: Cultural property and places of worship are part of the property protected expressly by Protocol II of 1977. According to Article 16, "without prejudice to the provisions of The Hague Convention of the May 14, 1954 for the protection of cultural property in the event of armed conflict, it is prohibited to commit acts of hostility directed against historical monuments, works of art or places of worship that constitute the cultural or spiritual heritage of the people and use them in support of the military effort ". Article 8.2 of the statute of the International Criminal Court, points out that it is a war crime in the context of non-international armed conflicts: "to intentionally target buildings dedicated to religious worship, education, the arts, sciences or charities, monuments, hospitals, provided that they are not military targets".

**ATTACKING PROPERTIES AND FACILITIES CONTAINING DANGEROUS POWER COMPONENTS**: Due to the protection that must be provided to the civilian population, there is an express prohibition of the destruction of dangerous works and installations in the Protocol II of 1977, where according to article 15: "the works or facilities containing dangerous power structures, namely dams, dykes and nuclear power plants will not be subject to attacks, even if they are military targets, when such attacks may result in the release of power components and, consequently, cause significant losses in the civil population. " Similarly, the criminal law provides for a special cause in Article 157, "Attack Against Works and Facilities That Contains Dangerous Power Components" Anyone that, on the occasion and during an armed conflict, without any justification based on imperative military needs, attacks dams, dykes, power plants, nuclear or other works or facilities containing dangerous power components.

**BASIC NEEDS NOT SATISFIED**: Is a measure of poverty that considers its ‘several dimensions since it relates to the well-being of a household not in terms of its capacity to consume (poverty according to income) but in terms of some critical elements of the basket of services of housing, or educational services that it actually consumes. It is a direct method to identify critical deficiencies in a population and to characterize poverty.

**CAPTURE**: Corresponds to the process of entering data recorded in a form, which are recorded and available in an information system.

**CESSATION:** Administrative action in which the victim of forced displacement through their own means or the programs established by the National Government achieves the effective enjoyment of their rights. Through the integral care components referred to in the public policy for the prevention, protection and comprehensive care for victims of forced displacement.

**CESSATION**: Consists of the protection, guarantee and realization of the effective enjoyment of rights. It is the time when consolidation and socioeconomic stabilization is achieved, through its own means or through the programs established by the National Government, either in the place of origin or in the resettlement zones.

**CITATION**: Once the resolution of non-inclusion or inclusion is approved, the Unit for Comprehensive Care and Compensation for the Victims generates a document by means of which the deponent is summoned to a location specified by the Comprehensive Care and Compensation Unit for Victims for a personal notification.

**COLLECTIVE ADMINISTRATIVE COMPENSATION**. It is the program offered to the individuals of a collective compensation and which is developed through the stages of registration of the individual, enlistment, participating in the diagnosis of the collective damage, participating in the development of the plan, approval of the Transitional Justice Territorial Committee and implementation of the Plan. The Plan may contain, according to the diagnosis, measures of satisfaction, restitution, rehabilitation, guarantees of non-repetition and indemnity. When the collective compensation is administered and directed to ethnic communities, this process is governed by the ethnic law decrees 4633, 4635 and 4635 of 2011.

**COLLECTIVE COMPENSATION**: Includes measures of indemnities, restitution, satisfaction, community rehabilitation and guarantees of non-repetition at a collective level, according to the collective damages suffered by the individuals of collective compensation. For purposes of this law, collective compensation shall be available to: a) Social and political groups and organizations; b) Communities with a legal, political or social recognition of the group, or because of the culture, the area or territory in which they live, or for a common purpose (Article 152).

**COLLECTIVE HOMICIDE -MASACRE**-: Collective homicide is the action by which a group of people are killed by the same perpetrator by the same means and at the same time and place. The National Police considers collective homicide the circumstances of “homicides of a group of 4 or more people"; "To be classified as collective homicide requires that the crime be committed in the same place, at the same time, by the same perpetrators and towards people who are defenseless".

**COLLECTIVE PUNISHMENTS AND REPRISALS**: Collective punishments and reprisals are common behaviors that occur during the armed conflict in order to take direct actions against people who are not participate directly in the hostilities or who have already stopped participating in them. The prohibition is expressed in article 4.2.b and 4.2.h of protocol II of 1997. The prohibition includes any type of punishment or reprisal, be it personal, economic, family or collective and tries to prevent protected persons from being persecuted for no longer being involved in the armed conflict. This is also prohibited by Article 158 of the Criminal Code: "the person, who during and in the course of an armed conflict, retaliate or cause acts of hostilities against protected persons or property".

**COMMENTS**: Refers to inconsistencies, incoherencies and / or missing information in the Unique Declaration Form.

**COMMUNICATION**: Should be understood as languages, text visualization, Braille, tactile communication, macro types, easily accessible multimedia devices, as well as written language, auditory systems, simple language, digitized voice media and other modes, augmentative or alternative means and formats of communication, including information technology and easily accessible communications.

**COMPENSATIONS COLLEGE**: The Compensations College is considered, as the strategy for training for the compensation links, officials of the Victims Unit, people who directly or indirectly intervene in the attention to the population of victims on issues related to Human Rights, International Humanitarian Law, Law of Victims and Land Restitution, decrees of the ethnic communities with force of Law and, previous national and international legislation and jurisprudence regarding victims.

**COMPLAINT PROCEEDINGS**: Is a complaint that is filed when an appeal is rejected. It is optional and may be filed directly with the superior of the official who issued the decision.

**CONFINEMENT:** Conduct directed against the civilian population that implies the restriction of the mobility of a person or group for a specific geographical area caused by threats from illegal groups, a situation that leads to lack of access to essential goods for personal and group survival. UNHCR considers as confinement practices the express prohibition of the entry of people or communities to specific places, the establishment of checkpoints and control points to control mobility, blocking food and provisions to the villages or access to the fields and collection centers that leads to the imposition of conditions of extermination on a population (UNHCR, 1996).

**CONSULTANCY FOR HUMAN RIGHTS AND DISPLACEMENT:** International non-governmental organization that promotes the realization and integral validity of the human rights of displaced persons, refugees and migrants, considering, in specific cases, International Humanitarian Law, International Law of Refugees and the Guiding Principles on Internal Displacement.

**CORRESPONSIBILITY**: The implementation of measures of attention and assistance corresponds jointly to the State at all levels, public and private social and economic groups, the community and the family.

**DAMAGE TO BE COMPENSATED IN COLLECTIVE COMPENSATION PROCESSES**: Are the consequences that are experienced in community life or in group relationships as a result of the impairment caused by the violation of collective rights, serious and / or manifest violation of individual rights of members of the communities or the collective impact of the violation of individual rights.

**DATA ENTRY:** Corresponds to the process of registering the data contained in the declaration and its annexes for of victimization acts, when the Unique Format is physically received.

**DEAFBLINDNESS**: Is a unique limitation characterized by a partial or total auditory and visual impairment; it results in difficulties in communication, orientation, mobility and access to information.

**DEAFNESS**: Decrease in the hearing capacity of some people, which can be classified as mild, moderate and profound.

**DECREE 1290**: By which the Individual Compensation Program is created administratively for the victims of illegal organized armed groups.

**DEPONENT**: Person who, in his own name and in his location, makes the declaration before the Public Ministry and / or Consulates and Embassies of Colombia abroad.

**DIFFERENTIAL APPROACH**: Is the recognition, in the action and the public and political management, of the need to accept the diversity that characterizes the human condition and, in this sense, to respond in an integral and differential way to the special needs of said populations in the enjoyment of their rights, access to public services and in general to social opportunities. The differential focus on public and political action and is a management tool to enhance the emancipation of social groups that are structurally oppressed, had their rights violated or been made invisible. It is a tool that allows material equality to remain alive as a principle and constitutional right.

**DIFFERENTIAL ATTENTION:** Attention according to the characteristics and differential vulnerabilities of gender, ethnicity, disability and life cycle.

**DIGITIZATION**: Corresponds to the process of image uploads when, in any of the processes that it is requested, it will permit the entry of images.

**DIRECT REVOCATION**: Resource through which the deponent or a member of their family group requires clarification, modification or revocation of the decision on their situation in the Unique Victims Registry. It only applies if the appeals of the Governmental route (Appeal and /or Complaint and Review) have not been used. By submitting this application, the procedure is finalized, and the decision is final.

**DISCRIMINATION FOR DISABILITY REASONS**: Any distinction, exclusion or restriction for reasons of disability that has the purpose or effect of hindering or rendering ineffective the recognition, enjoyment or exercise, under equal conditions, of all human rights and fundamental liberties in the political, economic, social, cultural, civil or other fields. It includes all forms of discrimination, including the denial of reasonable adjustments.

**DISTRIBUTION**: Corresponds to the activity of directing the documents to the corresponding processes, according to the procedure requested in the filing.

**EFFECTIVENESS:** Is defined, according to the Technical Standard NTC GP 1000, as the degree to which the planned activities are carried out and the planned results are achieved. For the purposes of this guide, it should also be understood as how to provide a solution to the problem. Ability to give substantial answers.

**EMERGENCY HUMANITARIAN CARE:** Is the humanitarian aid to which persons or households which have been displacement are entitled to, once the administrative procedure that includes them in the Unique Victims' Registry has been issued and will be delivered according to the degree of necessity and urgency required with respect to their minimum subsistence (article 64).

**EVENT:** Corresponds to each of the occurrences of a specific event. The events are differentiated by the date and / or place of their occurrence.

**EXCLUSION**: Administrative review by which the Directorate of Registration and Information Management, through the sub-direction of valuation and registration, at any time, on its own initiative or at the request of an interested party, will declare ex officio the revocation of administrative acts whereby a person has been registered in the Unique Victims Registry and it is proven that it was carried out outside the parameters indicated in the law.

**EXTRALEGAL, ARBITRARY OR SUMMARY EXECUTIONS**: According to the United Nations High Commissioner for Human Rights, extrajudicial execution is classified as the homicide perpetrated by agents of the State placing the victim in a situation of helplessness or inferiority. In order to be able to talk accurately of this international crime, the death of the victim must be deliberate and unjustified. Extrajudicial execution must be distinguished from homicides committed by public servants who killed by imprudence, incompetence, negligence or violation of a regulation; in legitimate self-defense, in combat within an armed conflict or in making rational, necessary and proportionate use of force as enforcers of the law.

**FAMILY REUNIFICATION**: Is the right provided to a family that has been a victim of the armed conflict to remain united. Reunification facilitates the reconstruction of the social fabric and the consolidation of collective life projects. Within the framework of Decree 4800 of 2011, the Colombian Family Welfare Institute (ICBF) must guarantee comprehensive assistance in relation to this right.

**FLEXIBILIZATION**: Within the framework of the institutional offer, flexibility allows inclusion and reduces the conflict that sometimes generates the positive discrimination of people with displacement status. Eventually, it will lead to reducing the concentration of the operative work, giving greater and better coverage of the unmet needs in the target population.

**FORCED DISAPPEARANCE**: The forced disappearance of persons is contained in the Declaration on the Protection of All Persons from Enforced Disappearances of 1992 and in the International Convention for the Protection of All Persons from Enforced Disappearance of 2006. Although the declaration does not contain an explicit definition of forced disappearance, some elements of the conduct can be observed : "people that are arrested, detained or transferred against their own will, or that they are deprived of their freedom in some other way by government agents of any sector or level, by organized groups or by individuals acting on behalf of the government or with their direct or indirect support, their authorization or their assent, and who then refuse to disclose the fate or whereabouts of those persons or to recognize that they are deprived of freedom, thereby restricting them from the protection of the law "(Inter-American Convention on the forced disappearance, adopted in Belém do Pará, 1994).

**FORCED DISPLACEMENT**: Based on Law 1448 of 2011, a person who has been forced to migrate within the national territory is a victim of forced displacement, abandoning his / her habitual residence or economic activities, because his / her life, physical integrity, personal security or freedom has been violated or are directly threatened, due to the violations referred to in article 3 of Law 1448 (infractions of International Humanitarian Law or of serious and manifest violations of international human rights standards, due to of the internal armed conflict). In this regard, the Criminal Code also provides: "*Article 159. Deportation, Expulsion, Transfer or Forced Displacement of Civilian Population".* Anyone who, as a result of and in the course of armed conflict and without military justification, deports, expels, transfers or forcibly displaces the civilian population from its home.

**FRV: FUND FOR THE COMPENSATION TO THE VICTIMS**. Is a Fund created by the Justice and Peace Law 975 of 2005, which is under the administration of the Unit for Victims and includes the funding of the resources from the judicial compensation of Law 975 of 2005 (of Justice and Peace) and the administrative compensation created by decree 1290 of 2008 and enhanced by Law 1448 of 2011. The FRV has several sources, namely the goods handed over for the compensation of the victims by the people that are demobilized and that participate in the process of the Law of Justice and Peace; the product of fines imposed on individuals or illegal armed groups in the context of judicial and administrative proceedings; voluntary contributions made by governments, international organizations, individuals, societies and other entities; the sums collected by financial entities as a result of the voluntary donation option upon completion of transactions in ATMs and online transactions; the sums collected by chain stores and large supermarkets by way of voluntary donation of the amount required for the rounding of the change required; the amount of economic convictions of those who have been sentenced for committing crimes to organize, promote, arm or finance illegal armed groups.

**FUD:** Unique Declaration Form for the Application for Registration in the Unique Victims Registry Victims; is the tool of the Unique Registry System, where the declaration of the person who, in his own name and of his household, claims to be a victim of the violence.

**FUNCTIONAL DIVERSITY**: From the point of view of disability, this term refers to the way in which people with disabilities, as part of human diversity, have organs, limbs or parts of the body that function differently from people. who do not have a disability. It should be understood that they are people with "functional diversity" and that they are not incapacitated or disabled, they simply use or have another way of exercising their bodily functions.

**GEOGRAPHICAL INFORMATION SYSTEM:** Is a tool for visualizing the data that has been consolidated in the data bases and that have a spatial relationship to generate thematic maps. This makes it possible to complement the analysis of the information generated and the production of documents.

**GEOSTATISTICS:** Is a useful tool to model the spatial relationship between the available data that allows analysis and predictions of spatial and temporary phenomena.

**GOVERNMENTAL ROUTE:** Procedures that are submitted to the administration so that it is the latter who, within the scope of its competence, proceeds to review its own actions, in order to modify them, add to them, clarify them or revoke them, if it is the case.

**GRADUALITY AND PROGRESSIVITY CRITERIA**: Are those criteria created by the Comprehensive Care and Compensation Unit for Victims in accordance with articles 17 and 18 of Law 1448, which establishes the manner and time in which victims recognized as such will be compensated and included in the Unique Victims Registry. Said criteria are based on the evaluation of the conditions of vulnerability, the type of request and the type of crime, by the members that make up the groups for of collective compensation and the strategy for territorially focused compensations.

**GRADUALITY**: Consists of the design of operational tools with a defined scope in time, space and budgetary resources that allow the phased implementation of the programs, plans and projects for the attention, assistance and compensation, without ignoring the obligation to implement them throughout the country in a specific period, respecting the constitutional principle of equality.

**GUARANTEES OF NON-REPETITION**: The guarantees of non-repetition are enshrined in order to prevent massive violations of human rights from being repeated. A set of measures is established that seek to prevent human rights violations from occurring again. Among these are: the implementation of human rights education programs, the repeal of laws or regulations that allow or facilitate the violation of human rights, programs for social and individual reconciliation, the participation of the private sector in the generation pf productive projects and many others.

**HEAD OF HOUSEHOLD**: Person responsible for the support of the home.

**HEALTH ASSISTANCE:** Is understood as the group of activities essential to meet the health needs of the population receiving benefits and that are provided by the Health Services Providers (IPS), the Health Promoting Companies (EPS) and the Territorial Health Entities, and include all the activities, interventions and procedures in their promotion, prevention, treatment and rehabilitation, components which will allow the affected population to recover their physical, emotional and psychological integrity.

**HOMICIDE OF A PROTECTED PERSON:** Killing a person who has the special protection by virtue of the International Humanitarian Law in a malicious way constitutes a punishable conduct from the Colombian and International legal point of view. Article 135 of the Colombian Criminal Code states "HOMICIDE OF A PROTECTED PERSON: the one who, on the occasion of and in the course of an armed conflict, causes the death of a protected person in accordance with the International Agreements on Humanitarian Law ratified by Colombia. Likewise, the Statute of Rome states in Article 8.2 c). i that: "Acts of violence against life and a person, and especially homicide in all its forms, mutilations, cruel treatment and torture".

**HOUSEHOLD**: Group of people, relatives, or not, who live under the same roof, who share food and who have been victims of the armed conflict.

**HUMAN RIGHTS**: Set of principles and norms inherent to the human being. There are obligations for the promotion, respect and guarantee of these that correspond, exclusively, to the authorities of the State.

**HUMANITARIAN ATTENTION TO THE DISPLACED POPULATION**: Three phases or stages are established for the humanitarian attention to the victims of forced displacement: i) Immediate Attention; ii) Emergency Humanitarian Attention; and, iii) Transitional Humanitarian Attention (article 62).

**HUMANITARIAN ATTENTION TO VICTIMS**: The victims referred to in Article 3 of this law, will receive humanitarian assistance according to immediate needs that are directly related to the of act of victimization, with the objective of aiding, assisting, protecting and attending to their needs of food, personal hygiene, handling of supplies, kitchen utensils, medical and psychological emergency. In addition to the emergency transport and temporary accommodation in decent conditions, and with differential focus, at the time of the violation of rights or at the time when the authorities have knowledge of it. The victims of crimes against freedom, integrity and sexual training will receive specialized emergency medical and psychological assistance (Article 47).

**IDENTIFICATION:** Identification is the right that every human being has to be recognized and have his own legal personality.

**ILLICIT RECRUITMENT**: Article 162 of the Colombian Criminal Code establishes that: "whoever, during and in the course of an armed conflict, recruits minors under eighteen (18) years of age or obliges them to participate directly or indirectly in hostilities or in armed actions; this act enshrined as illicit recruitment provides a richer and broader definition with regards to international regulations than in Article 77.2 of Additional Protocol I and Article 4.3 c) of Additional Protocol II that only prohibits the recruitment of minors under 15 years of age in the Armed Forces or their general participation in hostilities".

**IMMEDIATE ATTENTION**: Is the humanitarian aid delivered to those people who claim to have been displaced and who are in a situation of acute vulnerability and require temporary shelter and food assistance (Article 63).

**IN ASSESSMENT**: Status in the Registry that indicates that the application for registration is in the process of verification by the assessment team.

**INCLUSION:** Status in the Registry that is granted after a valuation process and allows the deponent and his family group access to the means of attention, assistance, compensation and guarantees of non-repetition.

**INDEMNIFICATION BY ADMINISTRATIVE ROUTE:** The procedure, mechanisms, amounts and other guidelines for granting individual indemnity by administrative means to victims will be regulated (article 132). The administrative indemnity for the displaced population will be delivered to the immediate family, in cash and through one of the following mechanisms, in the amounts that for the purpose will be defined by the National Government: a. Comprehensive land subsidy; b. Exchange of properties; c. Acquisition and allocation of land; d. Adjudication and titling of vacant lots for displaced population; e. Subsidy for Social Interest Rural Housing in the form of housing improvement, housing construction and basic renovation f. Subsidy for Social Interest Urban Housing by means of Acquisition, improvement or construction of new housing (article 132).

**INDEMNIFICATION:** Economic compensation for the damage suffered. The amounts are determined in article 149 of decree 4800 of 2011. The indemnity is granted within the framework of an accompanying program for the investment of resources that offers by investment opportunities to victims who voluntarily accept it. This measure is managed by the Comprehensive Care and Compensation Unit for Victims.

**INDIVIDUAL AGREEMENT FOR THE MANAGEMENT OF USERS AND PASSWORDS:** Document signed by each person who, due to his or her capacity, requires access to the characterization form and to consult information on the victim population.

**INFORMATION SYSTEM**: Is the group of elements established for the treatment and administration of data and information.

**INFRACTIONS TO INTERNATIONAL HUMANITARIAN LAW**: International Humanitarian Law (IHL) is the rule of international law that applies when armed violence reaches the level of an armed conflict, whether international or non-international. The best-known IHL treaties are the four Geneva Conventions of 1949 and their two Additional Protocols of 1977, but there are other IHL treaties aimed at reducing human suffering in times of war, such as the 1997 Ottawa Convention on anti-personnel mines.

**INHUMAN AND DEGRADING TREATMENTS ON PROTECTED PERSONS**: Supposes the lack of "respect for the person, the honor, the rights of the family, as well as for the convictions and religious practices. The right for respect for the person is understood in a broad sense and includes all the indivisible rights of human existence, in particular the right to physical and mental integrity "(Werle, 2005). Article 146 of the Penal Code considers "*Inhuman and Degrading* *Treatment and Biological Experiments on a Protected Person*. The person, who outside of the cases expressly provided for as punishable conduct, during and in the course of armed conflict, inflicts treatment or inhuman or degrading practices or causes great suffering to a protected person or practices biological experiments with them, or submits them to any medical act that is not indicated or in accordance with generally recognized medical standards".

**INJURIES TO A PROTECTED PERSON**: Mutilation refers to the permanent disfigurement of the victim, the removal of one or more organs, members of the body or an action that leaves them permanently unable to function. Article 136 of the Criminal Code states as follows: "injuries to a protected person”. Any person who, because of and during an armed conflict, causes damage to the physical integrity or health of a person protected under International Humanitarian Law. In addition, Article 8.2 c) i mentions it partially and is best stated in Article 8.2 e) xi which provides for "subjecting persons under the power of another party in the conflict to physical mutilation or to medical or scientific experiments of any kind that are not justified by reason of the medical, dental or hospital treatment of the person in question or carried out in their interest, and that causes death or seriously endanger their health.

**INTELLECTUAL OR COGNITIVE DISABILITY**: Generally, includes people whose process of thinking, learning and knowledge different. This type of disability does not refer to an inability to learn, think or acquire knowledge, but to those who are part of this type of disability think, learn and acquire knowledge in other ways, at other times and at other speeds. Here we can find people with down syndrome and people with autism.

**INTERNATIONAL HUMANITARIAN LAW:** Set of regulations that, in time of war, protect people who do not participate in hostilities or who have stopped doing so.

**INTERNATIONAL RELIEF & DEVELOPMENT**: Operator of international cooperation that is linked with the National Information Network and that provides inputs for the characterization of the population.

**INTERPRETER FOR DEAF PERSONS:** Person who performs a task of transmitting visual information, communication and guidance in the mobility of the deafblind person, with ample knowledge of Spanish, Sign Language, tactile, in reduced visual field and other communication systems required by people who are deafblind who use Spanish and / or Sign Language.

**IRREGULAR MIGRATORY SITUATION**: People who move outside the regulations of the emigrating, transit or receiving states. From the point of view of the countries of destination this means that entry, stay or work is illegal, that is, that the migrant does not have the necessary authorization, or the documents required by the immigration authorities to enter, reside or work in a certain country.

**KIDNAPPING**: Conduct defined in the Colombian penal code in article 168 "simple kidnapping. Anyone who, other than for purposes provided in the following article, snatches, removes, retains or hides a person", de facto situation reinforced with the conduct of Article 169" anyone who snatches, removes, retains or hides a person with the purpose of demanding for its freedom a benefit or any profit, or for something to be done or omitted, or for advertising or political purposes".

**LANGUAGE**: Must be considered in a more broader sense than the written and oral communication that is used mainly by people without disabilities. Due to sensory, physical or cognitive diversity, both oral and sign language and other forms of non-verbal communication must be also be considered.

**LINE OF DEPRIVATION**: Seeks to establish whether households have sufficient income to cover a food basket capable of satisfying a minimum threshold of needs. In this way, households that do not have enough income to acquire that basket are considered in a state of deprivation.

**MAP**: Is a graphical and metric representation of a portion of territory generally on a two-dimensional surface.

**MASSIVE DISPLACEMENTS**: Is the joint displacement of ten (10) or more households, or fifty (50) or more people.

**MEASURES FOR ASSISTANCE AND ATTENTION**: Assistance to victims is considered as the integrated set of measures, programs and resources of a political, economic, social, fiscal nature, among others, under the responsibility of the State, aimed at restoring the effective use of the rights of the victims, provide them with conditions to lead a dignified life and guarantee their incorporation into social, economic and political life. Assistance should be understood as the providing information, guidance and legal and psychosocial accompaniment to the victim, with a view to facilitating access and to qualify for the full exercise of their rights to the truth, justice and compensation (Article 49).

**MEASURES OF SATISFACTION**: The measures of satisfaction are those actions that provide well-being and contribute to mitigate the pain of the victim. Satisfaction measures must be interpreted solely by way of illustration, which implies that others can be added to them (article 139). a) Public recognition of the character of victim, of their dignity, name and honor, before the community and the offender. b) Ensure publications related to the previous paragraph. c) Conduct commemorative events. d) Conduct public recognitions. e) The clarification of the truth and its diffusion. f) The investigation, prosecution and punishment of the responsible persons.

**MINIMUM SUBSISTENCE**: This right is satisfied through the provision and delivery of humanitarian aid, understood as the free and temporary provision of goods and services essential for immediate survival or minimum subsistence, which in the case of territorial entities corresponds to provide this in the period between the declaration of an event of victimization until the moment in which the inscription is made in the Unique Victim Registry (RUV).

**MULTIPLE DISABILITY**: These are the cases in which the same person has a combination of the previous types of disabilities.

**NATIONAL INFORMATION NETWORK**: Is the instrument that will guarantee to all the entities that make up the National System of Attention and Integral Compensation to Victims a fast and effective national and regional information regarding events of victimization that are dealt with in article 3 of Law 1448 of 2011.

**NON-INCLUSION**: Status in the Registry which after the verification process determines that the situation of the deponent and his family group is not contemplated in the provisions of Article 3 of Law 1448 of June 10, 2011.

**NOTICE OF PLACEMENT OF EDICT**: Publication that is made in a location open to the public where the interested population is cited and located so that it attends in order to be notified. It consists of placing a notice on a visible billboard, stating a business day at 8:00 a.m., during ten business days and ending at 6:00 p.m. of the tenth business day after its publication. This edict notice is used when the deponent does not provide an address for notification.

**NOTIFICATION BY EDICT**: Notification by edict is subsidiary to the personal notification and only occurs when personal notification cannot be made. Notification by edict consists of posting a notice on a visible billboard that must be posted on a business day at 8:00 a.m., for ten business days and taken down at 6:00 p.m. of the tenth business day after it’ posting.

**OCCUPATIONAL GUIDANCE**: This is the minimum that is related to support for self-support and socio-economic stabilization of the displaced population, established by the Constitutional Court. According to the judgment T025 of 2004, it is the duty of the State "to identify with the full participation of the interested party (...) their particular needs, their abilities and knowledge, and the possible alternatives of dignified and autonomous subsistence that can be accessed in the short and medium term, with a view to defining its concrete possibilities to launch a reasonable project for individual economic stabilization, to participate in a productive way in a collective project, or to enter the labor market".

**OFFER**: Combination of products, services, information or experiences that are offered to the victims of the armed conflict to satisfy a need.

**OFFICE OF DEPUTY MANAGEMENT-NATIONAL INFORMATION NETWORK:** Dependency of the Unit for the Attention to the Victims responsible for the Coordination of the National Information Network.

**OPERATIONAL PLAN OF INFORMATION SYSTEMS:** Set of actions focused on the elaboration of a diagnosis, design, implementation and monitoring of the information systems in the national and territorial entities, in relation to the guidelines and policies determined by the National Information Network.

**OPPORTUNITY:** The service that is offered in the periods established by law or by the internal procedures of the Comprehensive Care and Compensation Unit for Victims (UARIV).

**PARTICIPATION:** It is the duty of the State to guarantee the effective participation of the victims in the design, implementation, execution and feeling of compliance with the law and the plans, projects and programs that are created as a result thereof. For this, the democratic mechanisms provided for in the Constitution and the law must be used, for which must, among others, guarantee the availability of the necessary means and instruments for the election of its representatives in the decision and monitoring instances foreseen in this law, the access to information, the design of adequate participation spaces for the effective participation of victims at the national, departmental and municipal levels. Conduct accountability exercises to ensure compliance with the plans, projects and programs that are designed and executed within the framework of this law and in compliance with the provisions of Article 09 of the Political Constitution. These exercises should have the participation of organizations of the victims.

**PERSONAL NOTIFICATION**: Is the main form suitable for notification and that the administration should prioritize and procure by all possible means, since it guarantees the right of defense and, therefore, due process within the proceedings. It consists in the direct communication to the interested party, to his representative or agent, of the content of a decision.

**PHYSICAL DISABILITY**: Generally, includes people who for any reason have reduced mobility or who have difficulty to move independently or who use technical aids, prostheses or orthoses. This includes people who use wheelchairs, cane; to small people, the victims of mines that have suffered the amputation or mutilation of some of their lower or higher limbs, among others.

**POINTS OF ATTENTION**: Physical space used to provide personalized attention.

**POVERTY LINE**: Minimum level of income considered necessary to achieve an adequate standard of living in a given country, considering what each person or family needs as a minimum income to be able to acquire essential goods and services.

**PRIORITY ATTENTION**: Priority that is given to people who, due to their condition, have a special protection status.

**PROGRAM OF COMPREHENSIVE ACTION AGAINST ANTIPERSONNEL MINES**: Program attached to the Vice Presidency of the Republic that serves as an input to the Unique Victims Registry.

**PROGRESSIVENES**S: Establishments of processes that lead to the full possession of Human Rights, an obligation that is added to the recognition of minimum or essential levels of satisfaction of those rights that the State must guarantee to all people, and gradually increase them until they achieve restitution and the full exercise of constitutional rights.

**PSYCHOSOCIAL APPROACH**: Consists of the incorporation of the elements that make it possible to give a meaning to the integral assistance, attention and compensation process carried out by the Unit. Through the psychosocial approach the compensation to the victims is sought to attend the forms of subjective interpretation that they provide from their emotional and relational experience, from what the people think, or the communities believe about the processes that characterize the restoration, which defines the form of compensation.

**PSYCHOSOCIAL OR MENTAL DISABILITY**: Generally, includes people whose mental or psychosocial functions or structures are different. This type of disability refers to people with diagnoses such as: deep depression, bipolar disorder, schizophrenia, among others. The mental illness alone does not make a person have a disability, but special situations have to be consulted to consider the interaction with others, with society, with their environment to determine it. This type of disability does not compromise the learning process, which, in many cases remains intact and therefore psychosocial disability is not comparable to the intellectual.

**QUALITY**: According to the Technical Standard NTC GP 1000, quality is defined as the degree to which a set of inherent characteristics comply with the requirements.

**REASONABLE ADJUSTMENTS:** Refers to necessary, appropriate modifications and adaptations that do not impose a disproportionate or undue burden, when required in a particular case, to guarantee persons with disabilities the enjoyment or exercise, on equal terms with others, of all human rights and fundamental freedoms.

**RECONSTRUCTION OF THE SOCIAL FABRIC**: The reconstruction of the social fabric is the strategy, through which the reconstruction of the social, community and institutional relations, divided by the armed conflict, are sought. The strategy has been constructed to comply with the community rehabilitation measures contemplated in articles 167 and 168 of decree 4800 and has been called interlocking (Entrelazando).

**REFERRAL:** Document where the basic data of a household are included as part of the request and sent to the process that is required.

**REFUGE**: The Refugee Convention of 1951, which is the main mandate of the UNHCR, explains that a refugee is a person who "due to well-founded fears of being persecuted for reasons of race, religion, nationality, belonging to a certain social group or for political opinions, is outside the country of his nationality and cannot or, because of such fears, does not want to avail himself of the protection of that country".

**REGISTRATION UPDATES**: Are considered as updates in the Unique Victims Registry, the inclusion of new information, regarding the personal data of the victims.

**REGISTRATION**: Process through which the documents that the Registration process receives for processing are registered in the system.

**REHABILITATION**: Rehabilitation as a measure of compensation consists of a set of strategies, plans, programs and actions of a legal, medical, psychological and social nature, aimed at restoring the physical and psychosocial conditions of the victims under the terms of this law (article 135).

**RELOCATION**: Is the free and voluntary decision of the displaced population to determine a location different from their usual residence from where they were displaced.

**RESTITUTION**: Restitution is understood to be the implementation of measures for the restoration of the situation prior to the violations contemplated in Article 3 of this Law (article 71). For restitution of lands, the Colombian State will adopt the measures required for the legal and material restitution of lands to the dispossessed and displaced. If restitution is not possible, to determine and recognize the corresponding compensation. The process of compensation for the dispossessed are: the legal and material restitution of the dispossessed property. For a subsidy, restitution for the equivalent or recognition of a compensation will proceed, in that order (article 72).

**RETURN**: Is the return and integration of the displaced population to the place of residence or to the place where they realized their usual economic activities.

**RIGHT TO APPEAL**: Is an appeal that is filed before the immediate administrative superior in order to clarify, modify or revoke the decision.

**RIGHT TO COMPREHENSIVE COMPENSATION**: Victims have the right to be compensated in an adequate, differentiated, transformative and effective manner for the damage they have suffered as a result of the violations referred to in Article 3 of this Law. Compensation includes measures of restitution, indemnity, rehabilitation, satisfaction and guarantees of non-repetition, in its individual, collective, material, moral and symbolic aspects. Each of these measures will be implemented in favor of the victim depending on the violation of their rights and the characteristics of the victimization act (article 25).

**RIGHT TO JUSTICE**: Is the duty of the State to carry out an effective investigation that leads to the clarification of the violations contemplated in Article 3 of this Law, the identification of those responsible, and their respective sanctions. The victims will have access to the attention, assistance and compensation measures contemplated in this Law or in other legal instruments on the matter, without prejudice to their exercise of the right of access to justice (Article 24).

**RIGHT TO REVIEW**: Is an appeal that is part of the governmental process in the first instance for any person to exercise their right to a contradiction and is filed with the same official who made the decision in order to clarify, modify or revoke.

**RIGHT TO THE TRUTH:** The victims, their relatives and society in general, have the imprescriptible and inalienable right to know the truth about the reasons and the circumstances in which the violations dealt with in the Article of this Law were committed, and in case of death or disappearance, about the fate of the victim, and the clarification of its’ whereabouts. The Office of the Attorney General of the Nation and the judicial police agencies must guarantee the right to search for the victims until they are found alive or dead. The State must guarantee the victim, their representatives and lawyers right and access to information in order to enable the realization of their rights, within the framework of the regulations that establish legal reserve and regulate the handling of confidential information (article 23).

**SATISFACTION**: Measures conducive to the recognition and the return of dignity of the victims and to the recovery of the historical memory. These include commemorative events, statements to restore the dignity of the victim, activities to reconstruct the historical memory and its dissemination, and exemption from compulsory military service. The Unit for Attention and Compensation to the Victims, the territorial entities, the Ministry of Justice and the Historical Memory Center will be especially responsible for of the commemorative events and the measures of recognition and for the return of dignity. The Ministry of Defense is responsible for the exemption from compulsory military service.

**SENSORIAL DISABILITY**: Generally, includes people who have, due to some impairment, complete or partial, in their sight or hearing, finding it difficult to communicate under equal conditions. Here we find people who are blind or have low vision, people who are deaf or hard of hearing, and people who are deafblind. The deaf blindness is not a simple combination between blindness and deafness, but an independent disability.

**SEXUAL VIOLENCE**: As a crime, the Rome Statute contemplates it in its Article 8.2.b) xxii as a war crime: "To commit acts of rape, sexual slavery, forced prostitution, forced pregnancy, defined in paragraph f) of paragraph 2 of the Article 7, forced sterilization and any other form of sexual violence that constitutes a serious violation of the Geneva Conventions "and as a crime against humanity in Article 7.1.g) that repeats the same text, excluding the reference to the Geneva Conventions.

**SIPOD**: Displaced Population Information System

**STRATEGY OF TERRITORIALLY TARGETED COMPENSATIONS**: It is a strategy of territorial intervention in which individual and collective compensations are implemented, including land restitution processes and within the framework of returning or relocation processes.

**SUBJECTS OF COLLECTIVE COMPENSATION**: Collective compensation subjects are those communities, groups and organizations that as such have been victims of serious violations of human rights and of the international humanitarian law and that have generated collective damage or impact, and that register to be included in the compensation process.

**SUBSIDY**: Public assistance of an economic nature and of a fixed duration.

**SUPPORTED REQUESTS**: Are the applications that are accepted for humanitarian assistance programming, based on the defined criteria that assess their vulnerability.

**SUPPORTING DOCUMENTS**: Any document necessary to carry out a procedure. (Identification documents, certificates, etc.).

**SYMBOLIC COMPENSATION**: Symbolic compensation is understood to be as any service made for the benefit of the victims or the community in general that tends to ensure the preservation of the historical memory, the non-repetition of the events of victimization, the public acceptance of the facts, the request for public forgiveness and the restoration of the dignity of the victims (article 141).

**TAKING DECLARATION**: The taking of the declaration is a process by means of which the Public Ministry collects the information that the people who voluntarily attend to claim to have suffered the circumstances of facts provided for in Article 3 of Law 1448 of 2011.

**TAKING OF HOSTAGES**: Foresees the apprehension of one or more persons and their retention as prisoners or otherwise as hostages, "the range of protected persons in non-international conflicts must be determined according to Article 3, common to the four Geneva Agreements and as such is expanded surprisingly to included ex-combatants. In addition, the perpetrator must threaten to kill the victim, wound or hold prisoner". (Werle, 2005). Article 138 of the Colombian Criminal Code "*Taking of Hostages*. Whoever, during and in the course of armed conflict, deprives a person of his freedom by conditioning their safety to the satisfaction of demands made to the other party, or use as a defense".

**TARGET POPULATION - VICTIM:** Are the people who, as a result of any of event of victimization, receive information and guidance on the services and benefits of Law 1448 of 2011.

**TECHNICAL STUDY**: This type of study corresponds to cases that have not been subject to valuation and that have not been approved in the Minutes (minutes mean that the case went to the Administrative Compensations Committee – CRA; all the decisions that were made there were included in the minutes).

**TECHNICAL SUBCOMMITTEE OF INFORMATION SYSTEMS**: National and territorial decision-making entity, for the control of information.

**TEMPORARY PROTECTION STATUS**: Is a temporary immigration status granted to eligible nationals of a certain country (or persons without nationality whose last residence has been in that country), designated under the Immigration and Nationality Act (INA, for its acronym in English). This is granted to people of certain countries who have been declared in permanent disturbances and therefore are insecure.

**THREAT**: Is that action carried out by armed groups against the civilian population, within the framework of the internal armed conflict, aimed at imposing a specific behavior.

**TORTURE**: Is understood as "any act by which a person is intentionally inflicted pain or suffering, whether physical or mental, in order to obtain from them or from a third party information or a confession, to punish them for an act they have committed, or is suspected to have committed, or to intimidate or coerce that person or others, or for any reason based on any type of discrimination, when such pain or suffering is inflicted by a public official or other person exercising public functions, at his instigation, or with his consent or acquiescence. Pains or sufferings that are the consequence of solely of legitimate sanctions, or that are inherent or incidental to them, will not be considered torture".

**TRANSITIONAL HUMANITARIAN ATTENTION**: Is the humanitarian aid that is given to the population that has been displaced included in the Unique Victims Registry that does still not have the necessary elements for its minimum subsistence, but whose situation, in light of the assessment made by the Comprehensive Care and Compensation Special Administrative Unit for the Victims does not present grave and urgent characteristics that would make them recipients of Emergency Humanitarian Attention (article 65).

**TRANSITIONAL JUSTICE**: Transitional Justice means the different judicial and extrajudicial processes and mechanisms associated with society's attempts to ensure that those responsible for the violations contemplated in Article 3 of this Law, are held accountable for their acts, and that the rights of the victims to justice, truth and integral compensation to the victims are fulfilled; the necessary institutional reforms are carried out for the non-repetition of the events and the dismantling of the illegal armed structures, with the ultimate goal of achieving national reconciliation and a sustainable and durable peace(Article 8).

**UNIDOS INFORMATION SYSTEM**: Is the computer tool that contains all the information collected during the daily operation of the United Strategy (Estrategia Unidos).

**UNIQUE IDENTIFICATION CODE**: Unique code to identify a record in an information base.

**UNIQUE VICTIM REGISTRY** - **RUV**: Is a technical tool that seeks to identify the population of victims and its characteristics and aims to keep updated information on the population served and to monitor the services provided by the State to the population affected by the violence.

**UNIVERSAL DESIGN**: This concept refers to the design of products, environments, programs and services that can be used by all people, to the greatest extent possible, without the need for adaptation or specialized design. The "universal design" should not exclude technical aids for particular groups of people with disabilities, when they are needed. "The intention of the concept of universal design is to simplify the life of all people, making the established environment, products and communications equally accessible, usable and understandable for all, without extra cost or with the minimum possible.

**USE, PRODUCTION, STORAGE AND TRANSPORT OF ANTIPERSONNEL MINES**: Law 759 of 2002 "through which regulations are issued to comply with the Convention on the Prohibition of the use, storage, production and transfer of antipersonnel mines and on their destruction, and provisions are outlined in order to eradicate in Colombia the use of antipersonnel mines ", determines in articles 2 and 3 two new criminal types in addition to article 367. A" U*se, production, marketing and storage of antipersonnel mines*”. Whoever uses, produces, markets, cedes and stores, directly or indirectly, antipersonnel mines or missiles specifically designed as means of launching or dispersing antipersonnel mines..." *Article 367 B Assistance and induction to use; production and transfers of antipersonnel Mines*. The person that promotes, assists, facilitates, stimulates or induces another person to participate in any of the activities contemplated in article 367 A of the penal code".

**VICTIM:** Victims are considered, for the purposes of this law, those persons who individually or collectively have suffered damage due to events that occurred as of January 1, 1985, as a consequence of infractions of International Humanitarian Law or of serious and manifest violations of international human rights standards, which occurred during the internal armed conflict. Victims are also the spouse, partner or permanent companion, same-sex couples and family members in the first degree of consanguinity, first degree of civil relationship of the direct victim, when the person has been killed or disappeared. In the absence of these, it will be those who are in the second degree of ascending consanguinity. In the same way, people who have suffered damage when intervening to assist the victim in danger or to prevent victimization are considered victims. Victim status is acquired regardless of whether the perpetrator is singled out, apprehended, prosecuted or convicted of the punishable offense and of the family relationship that may exist between the perpetrator and the victim (article 3).

**VICTIMIZATION RISK INDEX**: Indicator that allows timely generation of alerts prior to the possible occurrence of a victimization event in any municipality of the country, considering various variables that have had a historical impact in a given territory.

**VICTIMS OF ACTS OF TERRORISM**: Article 51.2 of the Additional Protocol I and Article 13.3 of the Additional Protocol II prohibit "acts or threats of violence whose main purpose is to terrorize the civilian population", a provision that applies to both international armed conflicts and to internal armed conflicts. Colombian legislation contemplates 2 types of terrorism. The type of terrorism of article 343, "terrorism, which provokes or maintains the population in a state of anxiety or terror or a sector of it through acts that endanger the life, physical integrity or freedom of people or buildings or means of communication, transportation, processing or movement of fluids or transmission of power, using means capable of causing havoc", which means creating or maintaining a general anxiety in the population. On the other hand, article 144 of the code also consecrates the same conduct when it is carried out in the context of or as part of an armed conflict.

**VULNERABILITY:** is the situation of a household that has not overcome the emergency situation, once the particular situation of each member of the household has been assessed; this evaluation is carried out by assessing each of its members to know the capabilities and needs of the household, establishing priority in the supply of components of Humanitarian Attention, verifying aspects that interpret the situation in face of manifest difficulties that hinder their socio-economic stability.

**VULNERABLE POPULATION**: Is one that needs protection. The population that, as a consequence of the occurrence of an event of victimization suffers vulnerability of different particular forms, from a process of impoverishment that comes to imply very high levels of food vulnerability, to the loss of freedoms, injury to social rights and lack of political participation.

**WARMTH**: Attitude of public servants, who in the exercise of their functions, reflects a genuine interest in providing a solution with kindness to the requests made.

**ACRONYMS**

**AHE:** Emergency Humanitarian Assistance.

**CIAT:** Institutional Committee for Early Warning

**CODHES:** Consultancy for Human Rights and Displacement.

**CONPES:** National Council for Economic and Social Policy

**DDHH:** Human Rights

**DIH:** International Humanitarian Law

**DT:** Territorial Management

**FOSYGA:** Solidarity and Guarantee Fund

**FRV:** Victim Compensation Fund

**FUD:** Unique Declaration Format

**GAOML:** Illegal organized armed groups

**GED:** Effective freedom of rights

**GI Rights:** Generation of income

**GTT:** Technical territorial groups of INCODER

**IACHR (CIDH):** Inter-American Commission on Human Rights

**ICBF:** Colombian Family Welfare Institute

**ICRC (CICR):** International Committee of the Red Cross

**INCODER:** Colombian Institute for Rural Development

**IOM (OIM):** International Organization for Migration

**PAI:** Program for comprehensive care

**PIU:** Unique comprehensive plan:

**PNARIV:** National Comprehensive Care and Compensation Plan for Victims.

**PPTP:** Land and Heritage Protection Project.

**PSD:** Population in Situation of Displacement

**RUP:** Unique Registry of Rural Lands Abandoned by Violence

**RUPTA:** Unique Register of Lands and Abandoned Territories

**RUV:** Unique Victim Registry:

**SENA:** National Leaning Service

**SIPOD:** Displaced Population Information System

**SISBEN:** System of Identification of Potential Beneficiaries of Social Programs

**SMMLV:** Legal Minimum Monthly Effective Salary

**SNARIV:** National System of Comprehensive Care and Compensation for Victims

**TPS:** Temporary Protection Status (English acronym)

**UARIV:** Unit for Comprehensive Care and Compensation for the victims

**UNHCR (ACNUR):** United Nations High Commissioner for Refugees