

Draft Editorial Policy on Standardizing Decision Writing for the African Commission on Human and Peoples' Rights

Introduction

Further to our meeting of Friday 13 March 2009 in which we considered the Draft policy on standardized decision writing for the African Commission on Human and Peoples' Rights, please find below the issues we agreed on.

We agreed that we adopt the format presented in Communication - 284/2003 - Zimbabwe Lawyers for Human Rights & Associated Newspapers of Zimbabwe v Republic of Zimbabwe, and Dr Eno was requested to summarize this and circulate to colleagues for their input.

It was also generally agreed that the models proposed by the Institute for Human Rights and Development in Africa would enhance the work of the Commission in relation to the consideration of Communications, and that even though the Commission follows a similar approach, the models may not be applicable for all Communications. There is no specific model for the seizure stage.

It was further agreed that we should be consistent in the use of words to describe the parties - the State Party should be referred to as Respondent State and the author of the Communication as Complainant.

It was also agreed that at each session where a Communication is to be considered, the Legal Officer responsible for that Communication will prepare a summary of the Communication (not more than two pages), with the following information:

Communication Number

Only the last two digits of the year should be written.

Name of the Commissioner Rapporteur on each Session that the Communication has been considered

Name of Victim: (if complainant/author is not the victim, the name of the victim should be the one reflected on the file against the State Party, with the name of the complainant/author in brackets, e.g. Rudolf Mandi (represented by *Roseline Nzung/Interights*) v *Botswana*. Here Rudolf is the victim but the Complaint has been brought on his behalf by either Roseline or Interights, against Botswana.

When the Complainant chooses to remain anonymous, use the first letter of his/her/their name.

Name of State (s) Complained against:

Date received:

Date seized:

Date of decision on Admissibility (if Communication is on the merits)

Brief Summary of the facts of the Communication

Decision taken at the previous session the Communication was considered

Recommendation of the Secretariat for the session

Format for Admissibility Decision

Summary of facts of the Communication - spell out the articles

Procedure before the Commission (various exchanges of correspondence and dates)

Summary of Positions of the Parties

- A Complainant's submissions - summarise submission and indicate Complainant's arguments with respect to each of the requirements under Article 56.
- B. Respondent State's Submissions - summarise submission and indicate Respondent State's arguments with respect to each of the requirements under Article 56, and in particular the State's response to the submissions made by the Complainant.

Supplementary submissions and *amicus curiae* brief

Where there are supplementary submissions from any of the parties and responses thereto, they should also be summarized, and in the order in which they were received. Any *amicus curiae* should also be appropriately summarized.

Provisional measures and preliminary objections

Where there are requests for provisional measures or preliminary objections, there should be a section capturing the submissions and the decision of the Commission, as the case may be.

Commission's analysis on Admissibility

In analyzing the submissions on Admissibility with a view to making a determination on whether or not the Communication is admissible, the Legal Officer should discuss all the arguments given by the parties, and indicate how the Communication meets all the requirements under Article 56, even if the arguments of the parties do not speak to all the requirements.

Decision of the Commission on Admissibility

At the end of the analysis, the conclusion should read "In view of the above, the African Commission on Human and Peoples' Rights decides:

1. To declare the Communication Admissible/Inadmissible with respect to (relevant articles of the Charter)
2. To give notice of this decision to the parties and invite the State to make submissions on the merits in accordance with Rule 119.
3. To begin processing the merits of the Communication
4. To publish this decision in its Activity Report (if the Communication is declared Inadmissible).

Model Two: Merits Decision

Summary of positions of the Parties

- A Complainant's submissions
- B. Respondent State's Submissions

Supplementary and oral submissions

Where there are supplementary and/or oral submissions from the parties and responses thereto, they should also be summarized and in the order in which they were received/presented. Any *amicus curiae* should also be appropriately summarized.

Provisional Measures and Amicus

Where there are requests for provisional measures or preliminary objections, there should be a section capturing the submissions and the decision of the Commission, as the case may be.

Analysis on the Merits

In analyzing the submissions on the Merits with a view to making a determination on whether or not there has been a violation of the Charter, the Legal Officer should endeavour to discuss all the arguments given by the parties, and indicate how they violate or do not violate the Charter. This will in particular include, *inter alia*, an analysis of the rights allegedly violated, who is responsible for the violation and how? And whether there is a pattern of violation?

Decision of the Commission on the Merits

At the end of the analysis, the conclusion should read 'the African Commission on Human and Peoples' Rights decides...':

1. Findings-violations/no violations of (relevant articles of the Charter)
2. Recommends (appropriate remedies)
3. Failure to implement remedies within statutory period, the case will be referred to the African Court on Human and Peoples' Rights

Model Three: Friendly Settlement

Friendly Settlement between:

Communication No.

Date received:

Date seized:

Brief Summary of the facts of the Communication

Procedure before the Commission including date of decision on admissibility (if Communication has been declared admissible)

The Friendly Settlement Agreement

Quote agreement *in toto*.

1. Parties
2. Background
3. Commitments of parties
 - State-pecuniary, non-pecuniary
 - Complainant-withdraw complaint
4. Failure to comply
5. Expression of good faith and acceptance

Conclusion (Commission recognizes, congratulates, appreciates cooperation of the parties)

The African Commission on Human and Peoples' Rights

Decides:

1. To approve the terms of the friendly settlement
2. To continue to follow up on the compliance of the parties
3. To publish this report in its next Activity Report to the African Union.

Other Guidelines

These House Rules/Publication Style Guidelines are part of the ongoing effort of the Secretariat of the African Commission on Human and Peoples' Rights to standardize decision writing. However, the scope of these House Rules/Publication Style Guidelines goes further than decision writing and covers all publications, research outputs, reports, resolutions and any other written documents of the African Commission on Human and Peoples' Rights. It is also intended to standardize the way the decisions of the African Commission are cited in other persons' works.

Language

Use UK English and France French.

Decisions on Communications should be written in the present tense.

Use of Foreign Terms

As much as possible avoid the use of foreign terms both in footnote and in text. But when they are used they should be italicized.

Capitalization

Capitalize the initials of proper names and in referring to a specific:

Communication
Complainant
Complaint
Respondent State
Admissibility
Merit
Chairperson
Vice-Chairperson
Commissioner
Secretary
Secretariat
Member State
State Party
Ordinary Session/Extraordinary Session
state, government official or its organs like Republic of The Gambia, Ministry of Foreign Affairs of Egypt, Constitutional Court of South Africa, President of the Republic of Rwanda
treaty, legislation, journal, periodical, and book title

Bold

Only titles and sub-titles should be written in bold.

Format

Font type - Book Antiqua

Font size - 12

Line spacing - 1.5

Date Format

21 October 1989

Abbreviations

ACHPR is used as the abbreviation of the African Commission on Human and Peoples' Rights. In resolutions, letters, references of any kind and footnotes such abbreviation is used. In the text use "the African Commission".

Avoid using abbreviations in the text except in subsequent reference to UN, AU and the likes. Restrict the use of abbreviations to footnotes.

"for example" in text and "eg" in footnote

"and" in text and "&" in footnote

Do not use dots for abbreviations like Mr, Dr, Prof, UN, AU, ACHPR

Quotations

Use double quotation marks in all instances and single quotation marks for quotations within quotations and for provisions of human rights instruments as well as when referring to past decisions of the Commission and other human rights tribunals;

Quotes longer than fifty words should be indented and reduced to 11 font size and italicized, in which case, no quotation marks are necessary.

Footnotes

Footnotes must be written in 10 font size and indented.

1. Treaties

A citation to treaties should include the following elements and be written in the following order.

- i. Name of the Treaty in full - If the treaty's name is very long or it is known by a popular name, subsequent citations to the treaty may use the shorter or popular name indicated by parentheses.
- ii. Date of adoption preceded by the phrase "adopted on".
- iii. Pinpoint reference - the article(s) referred to. Use comma to separate the date of adoption from the pinpoint reference. Use "Art" or "Arts" in footnotes and the full word "Article(s)" in text.

Examples:

African Charter on Human and Peoples' Rights (the African Charter) adopted on 11 June 1981, Art 5.

Universal Declaration of Human Rights (UDHR) adopted on 10 December 1948, Arts 2 - 22.

2. National Laws

The full citation of legislations must include the following elements, in this order:

- i. Full title followed by, in brackets, the short title, if any.
- ii. Year of enactment followed by the preposition "of"
- iii. Name of the country followed by a comma.

- iv. Pinpoint reference – Section or Article number(s). Use the abbreviated form “Sec” or “Secs” and “Art” or “Arts” in footnotes and use the full word Section(s) or Article(s) in text.

Example:

The Abolition of Marital Power Act 2004 of Botswana, Secs 5 -6.

If the title of a legislation already indicates the name of the country, no need to write the later after the year.

Example:

The Constitution of the Federal Democratic Republic of Ethiopia 1995 (FDRE Constitution), Arts 13 - 44.

3. Cases (International and National)

3.1. International cases

a. African Commission on Human and Peoples' Rights (ACHPR)

Decisions of the African Commission should be cited in the following way:

- i. Communication number – the word “Communication” should be written in full and the initial letter “C” should always be capitalized. Only the last two digits of the year should be written followed by a stroke “ - ” with a space on each side.
- ii. Names of the parties – if there are two Complainants write their full names and separate them with the conjunction “and”. If there are more than two Complainants, after writing the full name of the first Complainant, the conjunction “and” comes followed by the word “others”. Then “v” (in small case) is put between the names of the Complainant(s) and the Respondent State. For subsequent citation put the popular name of the case, if any, in parentheses or in the absence of a popular name use short name by taking the name of the first Complainant and the Respondent State and by putting in between “v” in lower case. This part of the citation must be italicized.
- iii. Year of decision in parentheses followed by “ACHPR”
- iv. Pinpoint reference – cite the exact paragraph number(s) of the referred point. In doing so use “para” in referring to a single paragraph and “paras” for more than one paragraph.

Examples:

Communication 322/06 – *Tsatsu Tsikata v Ghana* (2006) ACHPR para 35.

Communication 155/96 - *The Social and Economic Rights Action Center and the Center for Economic and Social Rights v Nigeria* (SERAC case) (2001) ACHPR para 65.

Communication 304/05 – *FIDH and Others v Senegal* (2006) ACHPR paras 37 – 45.

b. Decisions of other international and regional treaty bodies

The decisions of treaty bodies including the European Court of Human Rights, the Inter-American Commission and Court, the Human Rights Committee and others should be cited as follows:

- i. Names of the parties – if there are two Complainants write their full names and separate them with the conjunction “and”. However, if there are more than one Complainants write the full name of the first Complainant and insert the conjunction “and” followed by “others”. Then “v” (in small case) is put in between the names of the Complainant(s) and the Respondent State. For subsequent citation put the popular name of the case, if any, in parentheses or in the absence of a popular name use short name by taking the name of the first Complainant and the Respondent State and by putting in between “v” in lower case. This part of the citation must be italicized.
- ii. Date of decision in parentheses followed by the abbreviated name of the treaty body like ECHR, IACHR.
- iii. Reference number of the case in parentheses, if any
- iv. Pinpoint reference – cite the exact paragraph number(s) of the referred point. In doing so use “para” in referring to a single paragraph and “paras” for more than one paragraph.

Decisions of the Human Rights Committee are cited in the same way as that of the African Commission except that the abbreviations used are different.

Examples:

Victor Rosario Congo v Ecuador (1999) IACHR (Case 11.427, Report No. 63/99) para 66.

Godinez Cruz v Honduras (Godinez Cruz case) (1989) IACtHR (Series C No. 5 para 161).

X v Austria (1974) E. Comm. HR (Application No. 5416/72).

Bankovic and Others v Belgium and 16 other NATO countries (2001) ECHR (Application No. 52207/99).

Bosnia Herzegovina v Yugoslavia (1996) ICJ (ICJ Report 1996) 595.

Prosecutor v Jean Paul Akayesu (Akayesu case) (1998) ICTR (Case No. ICTR 96-4) paras 685 – 695.

Communication 902/99 - *Juliet Joslin and Others v New Zealand* (2002) HRC.

3.2. National Case Laws

The correct citation of a national case includes the following elements in order:

- i. Party names with a small case 'v' in between (this part should be italicized). If a state is a party to the case the name of the state should be clearly provided.
- ii. Popular or shortened name, if any (optional)
- iii. Year of judgment/ decision in brackets
- iv. Volume number and abbreviated title of report series (if any)
- v. Pinpoint reference - In footnotes use para when a single paragraph is cited and paras when more than one paragraphs are cited. However, in the text the full term paragraph(s) should be written.

Examples:

Treatment Action Campaign v Minister of Health of South Africa (Nevirapine Case) (2002) CCT 8/02, paras 131 – 133

4. Resolutions

4.1. Resolutions of the ACHPR

- i. Resolution number- the resolution number must include the abbreviation "ACHPR" followed by a slash " / " and then "Res.". After "Res." put the Arabic and Roman reference numbers given to the resolution followed by the last two digits of the year on which it was adopted. The Roman reference number should be in parentheses. The resolution number is used for subsequent referencing and it also serves as short name of the resolution.

- ii. Name of resolution preceded by a colon “ : “

Examples:

ACHPR/Res. 111(XXXXII) 07: Resolution on the Rights to Remedy and Reparation for Women and Girls Victims of Sexual Violence.

ACHPR/Res. 23(XIX) 96: Resolution on Electoral Process and Participatory Governance.

4.2. Resolutions of other regional and international organs

- i. Resolution number– the resolution number must include the abbreviated name of the organ which has adopted the resolution followed by the abbreviation “Res.” Then follows the number given to the resolution. Use the resolution number as the short name and for subsequent referencing.
- ii. Name of resolution preceded by colon “ : “
- iii. If the resolution number does not indicate the year of adoption indicate it in parentheses after the name.
- iv. Pinpoint referencing, where necessary

Examples:

UNESCO Res. 1996/31: Consultative Relationship between the United Nations and Non-Governmental Organizations para 12.

UNGA Res. 41/120: Establishing International Standards in the Field of Human Rights (1986).

ECOSOC Res. 2000/3: Procedure for Dealing with Communications Concerning Human Rights para 10.

5. General Comments

General Comments of the United Nations treaty bodies should be cited as follows:

- i. General Comment number – the term “General Comment” is written in full and the initial letters “G” and “C” are written in upper case. Use the general comment number for subsequent citation and as short name.
- ii. Name of general comment in double quotation marks.
- iii. Name of UN treaty body that has adopted the general comment
- iv. Year of adoption in parentheses
- v. Pinpoint reference, where necessary

Example:

General Comment 9 “Substantive Issues Arising in the Implementation of the International Covenant on Economic, Social and Cultural Rights” Committee on Economic, Social and Cultural Rights (1998) para 10.

General Comment 1 “Reporting Obligation” Human Rights Committee (1994).

6. Books

The full citation of a book includes the following elements in the specified order:

- i. Author(s), Editor(s), translator – the order is given name followed by last name followed by a comma. Where a work is written by two authors their names are separated by an ampersand (&), and if a work is authored by more than two the book is cited using the first author’s name followed by “*et al*” prior to the comma.

The same citation style as mentioned above is used for editor(s), translator(s) and compiler(s) of a book with the addition of the abbreviation “ed”, “trans” or “comp” in brackets respectively as the case may be.

- ii. Title –capitalize the first letter of each word in the title except articles, connectives and prepositions. Titles and sub-titles (if relevant) are separated by a colon (:) with a space on each side.
- iii. Volume number (if applicable) – follows the title and precedes the edition (if relevant) or pinpoint reference. “Volume” is abbreviated to “vol”, “Volumes” to “vols”; the volume number is cited in Arabic numerals and the title and the volume number are separated by a comma.

- iv. Edition – any edition other than the first edition should be indicated, with this information following the title of the work after the volume information. A revised edition should also be indicated. “Edition” is abbreviated to “ed.”, “revised” to “rev”.
- v. Year of publication in parentheses followed by a comma.
- vi. Pinpoint reference – the final element of the citation is the specific page or chapter reference.

Examples:

Frans Viljoen, *International Human Rights Law in Africa* (2007), 333.

Felipe Isa & Koen de Feyter (eds), *International Protection of Human Rights: Achievements and Challenges* (2006), 510.

Richard Clayton & Hugh Tomlinson, *The Law of Human Rights*, vol 2, 2nd ed. (2009), 37.

7. Chapters in Books

If you are citing from a chapter in a book, you should give the author and title of the Chapter or section, as well as the author and title of the whole book. The title of the chapter should be in quotation marks and put the word “in” in between the title of the chapter and the author/editor of the book. For all other purposes use the format used for books.

Example:

Christof Heyns *et al*, “A Schematic Comparison of Regional Human Rights Systems” in Felipe Isa & Koen de Feyter (eds), *International Protection of Human Rights: Achievements and Challenges* (2006), 550.

8. Journal Articles

While citing an article from a journal the following elements should be included in the specified order:

- i. Author(s)
- ii. Title of the article
- iii. Year of publication

- iv. Volume number – the volume number should be written in Arabic numerals and immediately follows the year of publication.
- v. Name of the journal – write the full name of the journal and italicize it.
- vi. Pinpoint reference – where there is a specific reference point within the article, the page number of that point is placed after the name of the journal.

N.B. Use the format provided for books to the extent applicable/relevant

Example:

Jamil Ddamulira Mujuzi, *The African Commission on Human and Peoples' Rights and the Promotion and Protection of Refugees' Rights*, (2009) 9 *African Human Rights Law Journal* 181.

Victor Dankwa *et al*, *Commentary to the Maastricht Guidelines on Violations of Economic, Social and Cultural Rights*, (1998) 20 *Human Rights Quarterly* 707.

When citing journal articles from internet sources, for example a data base like *westlaw* or *lexisnexis*, or from other internet sources, use the rules above and then add the following:

- vii. Name of the supplier or database in italics, where relevant
- viii. If the source is not a database give the web address
- ix. Date of access in parentheses

9. Unpublished Works

In citing unpublished works of any kind use the format used in citing books and then in parenthesis put the word “unpublished” and indicate its type, that is whether it is a PhD thesis, masters dissertation and the like. The institution/organ under whose auspices the research work was done or where it is found, if indicated, should also be recognized.

Example:

Robert Wundeh Eno, *Human Rights, Human Development, and Peace: Inseparable Ingredients in Africa's Quest for Prosperity* (2007, Unpublished PhD thesis, University of Witwatersrand), 257.

10. Newspaper Articles

Articles from newspapers are cited in a manner similar to articles from journals. The full citation of an article from a newspaper thus follows the following order:

- i. Author, if any
- ii. Title
- iii. Name of newspaper
- iv. Date
- v. Pinpoint reference, if necessary

Examples:

Laurie Garret, *The Path of a Pandemic Newsweek* (11 & 18 May 2009) 18.
Gold plunder exposed *Sunday Citizen* (17 October 2008).

To cite newspaper articles accessed from internet sources use the rules outlined above and then add the following:

- vi. Name of the supplier or database in italics, if any
- vii. If the source is not a database give the web address
- viii. Date of access in parentheses

11. Conference, Seminar or Workshop Papers

Conference, seminar or workshop papers are usually collated and published as proceedings. Where this is the case, cite individual papers in the same manner as a chapter in a book. Where individual papers are published in a periodical, cite as for other journal articles.

While citing from an individual unpublished conference/seminar/workshop paper, the citation should include the following elements, in this order:

- i. Author's name
- ii. Title of the paper in italics
- iii. Description of the conference/seminar/workshop
- iv. Date and place of the conference/seminar/workshop
- v. Pinpoint reference

Example:

If the paper is accessed from internet sources add the following information after providing the rules outlined above:

- vi. Name of the supplier or database in italics, where relevant
- vii. If the source is not a data base give the web address
- viii. Date of access in parentheses

12. Government Publications/Reports

The citation of government publications/reports should include the following elements in the given order:

- i. Issuing governmental organ - if the issuing governmental organs are more than one they should be joined by ampersand (&).
- ii. Name of the country/jurisdiction in parentheses - the jurisdiction should be indicated unless a clear reference is made to it in the text cited or in the footnote itself. The jurisdiction is followed by a comma.
- iii. Title followed by a comma
- iv. Year of publication in parentheses
- v. Pinpoint reference

Examples:

Ugandan Law Reform Commission, Handbook on Making Ordinances and Bye-laws in Uganda, (2004) 28.

Central Statistics Department of the Ministry of Finance and Economic Affairs, Population and Housing Census of The Gambia 1993 (1996) 38.

13. Publications/Reports of Intergovernmental Organizations (IGOs) and Nongovernmental Organizations (NGOs)

The publication/report of IGOs and NGOs should be cited in the following manner:

- i. Name of the IGO or NGO - if they are more than one use comma and/or ampersand, as appropriate, to separate them. For subsequent citation include the abbreviated or short name of the IGO or NGO in parentheses.
- ii. Title preceded and followed by a comma.
- iii. Volume number, if relevant
- iv. Year of publication in parentheses
- v. Pinpoint reference

Examples:

The Secretariat of the African Commission on Human and Peoples' Rights (the Secretariat of the African Commission), Recommendations and Resolutions of the African Commission on Human and Peoples' Rights, (2009) 254.

Inter-American Court of Human Rights (IACtHR), Annual Report of the Inter-American Court of Human Rights 1999, (2000) 113.

Institute for Human Rights and Development in Africa (IHRDA), Decisions of the African Commission on Human and Peoples Rights on Communications 2002 - 2007, (2008) 38.

Rwanda Commission for Human Rights (RCHR), Annual Report for the Year 2002, (2003) 13.

Government/IGO and NGO publications/reports accessed from internet sources should include the following information in addition to the ones listed above:

- vi. The URL or internet address of the document in angled brackets
- vii. Pinpoint reference, if possible
- viii. Date of access in parentheses

Examples:

African Commission on Human and Peoples' Rights (ACHPR), Periodic Report of the Republic of Congo (2008) <www.achpr.org> 25 (accessed on 16 December 2009).

Amnesty International (AI), Amnesty International Report 2006: the State of the World's Human Rights (2006) <www.amnesty.org> 115 (accessed on 15 November 2008).

14. Internet Sources

All materials that are accessed from the internet and that are not covered in the preceding parts should be cited as follows:

- i. Author or editor, if available
- ii. Document title in quotation marks
- iii. Date of online publication or last revision

- iv. URL (internet address) of the document in angled brackets "< >"
- v. Date of access in parentheses

Examples:

ACHPR "Status on Submission of State Initial/Periodic Reports to the African Commission" Last updated on August 2009
<http://achpr.org/english/info/statereport_considered_en.html>
(accessed on 13 November 2009)

15. Emails

Emails are cited in the following specified order:

- i. Name of sender in full preceded by the word "Email from"
- ii. Date of posting preceded by the word "on"
- iii. Date of access in parentheses

Example:

Email from Y on 18 February 2008 (accessed on 20 February 2008)

16. Statements/Speeches

Statements or speeches made in an event should be cited as follows:

- i. Name of the person who made the statement or speech
- ii. Description of his/her position - the capacity in which he made the statement should be described preceded and followed by comma.
- iii. Place and/or event where the statement or speech was made
- iv. Date in parentheses

Example:

Bahame Tom Mukirya Nyanduga, Chairperson of the African Commission on Human and Peoples' Rights, Speech at the Opening Ceremony of the 46th Ordinary Session of the African Commission on Human and Peoples' Rights held in Banjul, The Gambia (11 November 2009).

17. Interviews

Reference to information obtained in an interview should take the following form:

- i. Name of the person interviewed preceded by the phrase "interview with". If it is a telephone interview clear reference to that effect should be made, that is "telephone interview with".
- ii. Position of the person
- iii. Date of interview in parentheses

Example:

18. Sound Recordings

Citation of sound recordings includes the following elements in the given order:

- i. Name of writer or recorder followed by a comma
- ii. Title of recording
- iii. Copyright year in parentheses- if the copyright year is different from the date of recording put the former first followed by the latter and use a comma to separate them. Put the sign "©" in front of the copyright year at all times.

Example:

The Secretariat of the African Commission on Human and Peoples' Rights, 36th Ordinary Session of the African Commission on Human and Peoples' Rights: Private Session Tape 5 (2004)

19. Video Recordings

In citing video recordings use the following format:

- i. Name of Director(s) followed by a comma
- ii. Title of video
- iii. Copyright year in parentheses- if the copyright year is different from the date of recording put the former first followed by the latter and use a comma to separate them. Put the sign "©" in front of the copyright year at all times.

Examples:

Directors Jason Russel, Bobby Bailey and Laren Poole, Invisible Children (2004).

Directed by Pierre Kogan for Penal Reform Africa, Freedom Inside the Walls (© 2005).

Directed by Sara Sarre for the African Development Bank Group, African Women in Business (© 2003).

20. TV/Radio Broadcast Transcripts

If a TV or radio broadcasting is referred to in a work, put the citation in the following manner and order:

- i. Originator or primary contributors followed by a comma
- ii. Title of program
- iii. Date of broadcast in parentheses
- iv. Name of broadcasting company/station followed by a colon
- v. Name of city and country where the broadcasting company/station is located. The two should be separated by a comma

Example:

21. Citing works cited in other works

In citing works that are cited in other works, first cite the work you are citing using the proper form of citation as provided above and then cite the work in which the work you are citing is cited by using the proper form of citation. Use the phrase "cited in" in connecting the two citations.

Example:

Jack Donnelly, *Human Rights, Democracy and Development*, (1999) 21 *Human Rights Quarterly* 610 cited in Debra Delaet, *The Global Struggle for Human Rights: Universal Principles in World Politics* (2006), 107.

22. Cross-referencing

Ibid – use Ibid whenever a citation is exactly the same as the immediately preceding one.

Id – is used where there is some variation, generally page or paragraph, as the case may be, between the immediately previous and present footnote. Use

a comma to separate "Id" from the subsequent page or paragraph number referred.

The terms are not italicized, and are never used in reference to legislations or treaties. In cross-referencing to treaties and legislations use their popular or short name.

Examples:

5. David Turton (ed), *Ethnic Federalism: The Ethiopian Experience in Comparative Perspective*, (2006) 7.

6. Ibid

7. Id, 9.

38. Laurie Garret, *The Path of a Pandemic Newsweek* (11 & 18 May 2009) 18.

39. Id, 19.

40. Ibid.

41. International Covenant on Economic, Social and Cultural Rights (ICESCR) adopted on 16 December 1966, Art 2.

42. ICESCR Art 2.

43. ICESCR Art 1.

Above - is used to refer to a work cited earlier in the **text**. Above is preceded by "n" followed by the number of the citation to which the present citation is cross-referencing to. If the cross referred citation refers to the same exact page or paragraph as the present one then no need to repeat the page or paragraph number. However, if it refers to a different page then indicate that page in the present citation by providing the page(s) or paragraph(s) number preceded by a comma.

Do not use "above" to cross refer to legislations or treaties; use their popular or short name instead followed by article or section number, where necessary.

Examples:

44. n 38 above, 21.

45. n 5 above.

List of abbreviations

Bibliography

AFRICAN UNION UNION AFRICAINE

African Union Common Repository

<http://archives.au.int>

Organs

African Commission on Human and People's Rights Collection

Draft Editorial Policy on Standardizing Decision Writing for the African Commission on Human and Peoples' Rights

African Union

African Union

<http://archives.au.int/handle/123456789/5415>

Downloaded from African Union Common Repository