

NVMS Methodology

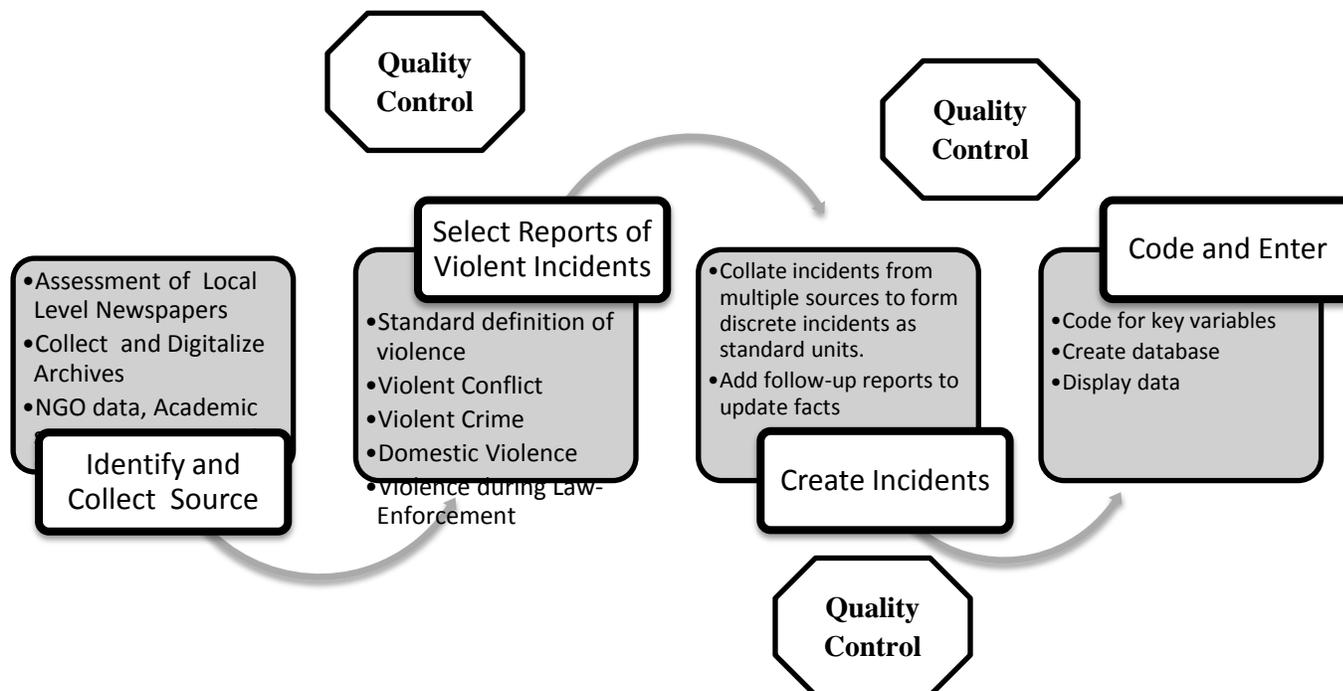
NVMS data processing system is designed to collect quick, accurate, and comprehensive information about violence in target provinces. The process begins when the field team sends raw data to Jakarta in the form of local newspapers. Following this, a highly trained team of data processing staff in Jakarta analyzes the raw data according to the definitions and processes described below.

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Process Overview



Identification and Collection of Sources

Assessment of sources in target regions

Local newspapers are the main source of information for the NVMS database but other sources are also used to compliment or verify facts. Before selecting appropriate sources in target provinces, a trained team makes a thorough qualitative assessment of all media and non-media sources in a given province using the following main criteria:

Publication frequency: For data consistency of data over time, priority is given to local newspapers that publish regularly. As much as possible NVMS uses daily media sources, even though in some cases weekly newspapers are also used. In the event that no media sources are available for a particular period or the information in the media is incomplete, the NVMS database has filled these gaps with non-media information, such as NGO reports, individual notes, academic papers or theses to verify and compliment information from media sources.

Geographic scope: To maximize accuracy of the data the media assessment process also considers the geographic scope of each media source. For example, in Aceh, the NVMS team compared news coverage of several local newspapers and concluded that the newspapers published from Banda Aceh tend to cover more news about the north and central parts of the province, but lack coverage in the south. The southern parts of Aceh are better covered by newspapers from Medan. To get around this problem, the NVMS team decided to use newspapers based in Banda Aceh and added several newspapers from Medan in order to gain balance of coverage between northern and southern parts of Aceh. Similarly, in other provinces several newspapers were selected in a way to achieve balanced geographic coverage.

News coverage quality: during the qualitative assessment the field team interviewed editors and journalists from several newspapers, as well as NGO staff, to assess whether certain media sources have reputation issues due to actual or perceived bias in covering particular issues. During the assessment the team found that indeed this was the case with some local newspapers. In order to address these biases, the NVMS methodology adopted the following principles:

- First, the coding system was made neutral to avoid these biases. For instance, most biases in reporting stem from claims on who initiated the violence, which side was to blame, and the identities of actors or victims in detail. In order to avoid such bias, NVMS database does not code these details but only cites generic information. For example, if it is a clash between supporters of political parties, the data will code is as “dispute between supporters of political parties” without citing the name of political parties involved and without coding who initiated the clash.
- Second, it was decided that for every target province multiple local newspapers are to be used at once in order to enable crosschecking of facts across these papers and minimize bias. For example, in Papua 11 newspapers have been used so that when a newspaper reports biased information with respect to one group it can be crosschecked against ten other newspapers. If gaps still persist between two newspapers groups, then alternative non-media information sources are used to verify further.
- Third, the field team from respective provinces provides training to the data processing team so they can understand the biases that often occur in the newspapers they use as sources and can avoid making such biases.
- Fourth, in the event of large incidents and when information in media sources still unclear, the field team is contacted to do verification and confirmation of facts, in addition to using secondary sources to process information. National media are also regularly used as sources of data in order to check biases in local newspapers’ reporting of large incidents.

Editorial policy: in conducting qualitative assessment, the team also studied editorial policies of all newspapers in the NVMS list. Team members interviewed journalists and editors in order to assess:

- Particular editorial priorities in the coverage about violence.
- Editorial policies about verifying reported facts and numbers.

Based on this the team has selected more than 60 media and non-media sources from 9 target provinces that prioritize news about violence, both small and large scale, and the ones that have a policy on verifying facts and figures, especially with the police, hospital, and other sources, before publishing the news. For a complete list of media names please click [here](#). We would like to note that the mass media

that served as data sources were cooperative with this project. Without their assistance and support, this effort would not have succeeded. We were very careful in quoting media sources and every incident coded can be seen in the data portal.

Collection of media sources

Most local media sources selected from target provinces did not have good quality online version due to unreliable electricity supply and internet bandwidth issues. In early stages of the source assessment process, the team also found that the online version of local media was often not as complete as the print version. Hence, for the time being, most media sources used for the NVMS database are collected in printed form.

Collection of these print media sources over a period of 14 years has been one of the most formidable challenges in constructing the database. The qualitative assessment of the NVMS team showed that most of the archives can be found in libraries, editorial offices, or NGO offices in regions. Initially, field teams were sent to every target provinces to collect relevant news articles from these archives, photocopy them and send to Jakarta for coding. This pilot effort ran into two main problems: First, it was very difficult to maintain quality control over the selection of relevant news articles reporting violence. Second, technical obstacles were also frequently encountered, for instance, archive photocopying process was routinely disrupted due to power outages.

To address technical and quality control issues, the field team developed an innovative solution: full pages of all newspapers have been digitized in the field and these digitalized pages have been sent to Jakarta for further processing. Selection of relevant articles and coding is now centralized in Jakarta to improve the quality control process. To ensure that the digitalized images from the field are of good quality and are the result of an exhaustive search, the team devised several tracking documents and quality control forms. Support from universities, libraries, editorial offices, government offices and NGOs was critical in getting access to these archives and during the digitalization process. For ongoing data monitoring, local newspapers are collected by subscription and these archives digitalized regularly.

Data Collection Process: Outputs

The output of the digitalization process of local media sources is photographs of every single page of every newspaper used for NVMS. These images are organized by date, location, and name of the newspaper to facilitate further processing. Images of newspaper pages must be of high resolution and high quality so the news text can be read by the coders who would need to read the news articles by zooming into these images.

[Sample of digitalized newspaper archives](#)

Selecting Reports of ‘Violence’ from Sources

As explained in [Identification and Collection of Sources](#), raw data is stored as digital photographs of archives and sent to Jakarta for further processing. The next step is to read these digitalized archives and from them select all news articles that report violent incidents. The selection of such articles from

millions of newspaper pages is complex process performed by a trained team. In doing its work, this team follows an instruction manual specially designed for this purpose. The main principles of this process are described below.

Selecting News Articles Reporting Violence

After receiving the digital archives from the field, the data analysis team reads the digital files on their computer screens. The mechanism for selecting articles generally means searching through each newspaper one by one, reading every article on every page, and selecting all articles reporting violent incidents following the **NVMS definition of violence**. Articles reporting violence are selected from the digital archives by cropping the relevant article clippings, and then storing the files electronically.

Sample of news article clippings

The selected reports comprise of two types of news, namely: main news reports that describe initial information regarding a violent incident; and follow-up news reports that update facts of the main news report, usually published several days after the main news report. It is important to know that violent incident reports are usually collected from the province where the local newspaper is published. For example, when selecting Radar Sulteng newspaper, only articles about violence in Central Sulawesi are selected, even though Radar Sulteng may also report on violence outside of Central Sulawesi. There are two exceptions to the rule: First, a national newspaper is selected to take data of all regions. Second, for provinces that have been split, for instance Papua and West Papua, newspapers from both provinces are used to collect incidents reported in either province.

Example of main news and follow up news

NVMS DEFINITION OF VIOLENCE

Violence has a broad meaning and may occur in many forms. Physical violence against individuals and property may happen by way of assault, rape, riot, fight and so forth, restriction on movements by way of abduction, blockade. Psychological violence such as intimidation and terror are also common forms. The methodology used to construct the NVMS database defines violence as actions, both between individuals as well as groups that cause or may cause physical impact on humans or property. The criteria to determine violence include:

- **Actions that cause or may cause physical impacts on humans or property:** Actions that cause physical impacts such as injury, bruising, death, rape/sexual harassment, damage to buildings, broken windows, burned houses etc. fall under the NVMS definition of violence. This definition applies when the quantitative information about the impact of violence from a given incident is clearly known but also in cases where a number, for example, deaths etc., is not clearly known.
- **Actions that restrict physical freedom of individuals or groups:** Certain actions may not directly cause physical impact, but limit the freedom of movement by force. For example, abductions, where a person is kidnapped and released only after payment of ransom. It may be

that the abduction victim does not suffer any injury, but such an incident would still be counted as violence.

- **The violent actions must be intentional and committed consciously:** According to NVMS methodology, an action constitutes violence only when it is committed intentionally and consciously. The physical impact caused by an accident (unintentionally) or by the actions of a person who is mentally disturbed (not consciously) would not fall under the NVMS definition of violence.

Example of incidents included in the NVMS definition of violence

Example of incidents not included in the NVMS definition of violence

Selection Process Output

The selection of main news articles and follow up news articles regarding violent incident produces electronic files of news clippings. These files are then arranged by newspapers names and event dates in order to facilitate searching in subsequent processing.

Sample of selected news file

Processing Selected Articles to Form a “Violent Incident”

Following the selection of reports on violence from newspapers and storing the data in electronic files as explained in the section about Selecting Reports of ‘Violence’ from Sources, main and follow up news articles reporting the same incidents are compiled to form single incidents of violence. This involves the following:

- Because several newspapers are used to collect information from one target province, it is likely that a violent incident is reported by each newspaper, along with the follow up news. In this regard, there needs to be a mechanism to *merge* the news reporting or explain the same violent event to avoid redundant counting. Example of news merging
- It often happens that one news article reports several unrelated violent incidents. In this regard, it is important to *separate* different events in order not to be counted as one event. Example of news separation
- The violence dynamics in different events can vary widely. There are small scale violent incidents that may last only several hours, such as a riotous demonstration or a clash. There are rather large violent incidents that can last for several days, such as the riots in Maluku in early 2000’s. There can also be events that take place concurrently but in different areas. Tallying the number of incidents from newspapers on an ad-hoc basis could lead to inconsistency with standards. In this regard, it is important to have special criteria to distinguish such varying events against a standard definition of ‘incident’.

Definition of ‘Incident’

Two or more separate events can be counted as one ‘violent incident’ as long as the event fulfills all three requirements described below:

- **Temporal requirement:** Two events must take place on the same date. If the two events are related, but took place on different dates, then they shall be considered as two different incidents. Example: two villages clashing over border issues on two different dates will be counted as two incidents. However, if the two fought twice on the same day, they will be counted as one incident.
- **Contextual requirement:** The issue contested by two sides must be the same. If the same group of people stage demonstrations twice in front of the same parliament building but on different issues, for example, in the morning about the Anti-Pornography Draft Bill, then in the afternoon about oil palm concessions, then they will be considered as two different incidents. However, if two different groups demonstrate regarding the same issue, but express different or opposing stances, that would be considered the same incident.
- **Involvement requirement:** At least one of the actors in two events must be the same actor, where ‘actor’ refers to certain individuals, not to their group or organization affiliation. Newspaper reports may say that the actor in the two events is a group or an organization. However, to be able to say that the two events are one incident it has to be known whether the individuals involved in both events are the same. For example: if different people from a certain village clash with a number of people over the same issue on two occasions in one day with different victims in the two events, then that would be considered as one incident. If a certain organization holds a *long march* to demonstrate in front of the Parliament in the morning, and then they vandalize a government building in a different location in the afternoon, that event would be considered as one incident if it involves the same issue.

Example of One Incident

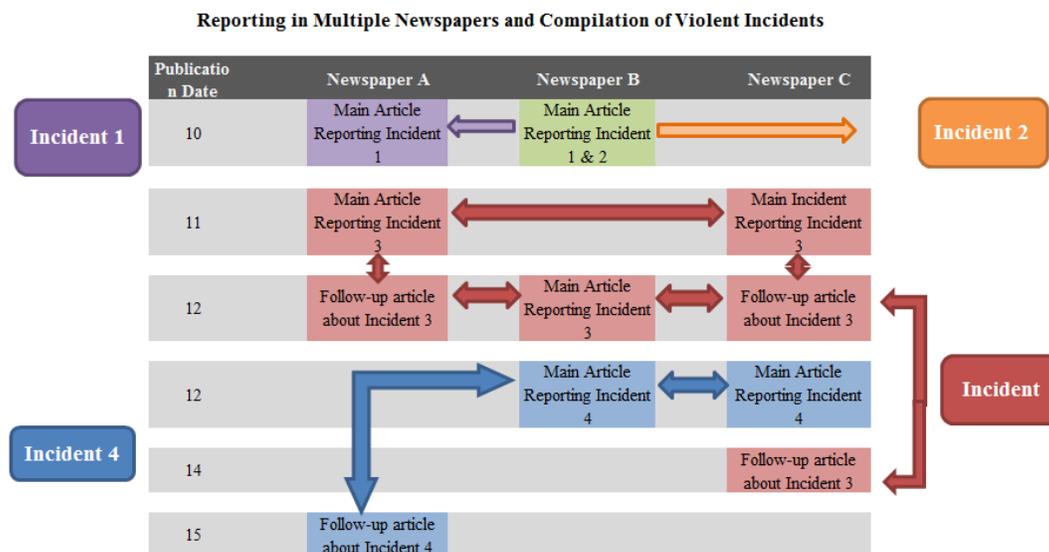
Example of Two or More Incidents

Compilation of individual violent ‘incidents’ from multiple news articles

According to NVMS, an incident is defined as a violent incident if it occurs on the same date, involves the same actors and pertains to the same issue. Because newspaper reports on violent incidents can differ widely the raw information from respective sources needs to be managed and turned into a standard unit, namely an ‘incident’ of violence. The formation of a violent ‘incident’ achieved in several stages:

1. Separating two incidents reported by the same newspaper article so that they are not counted as one incident (to avoid under-counting incidents).
2. Combining main news and follow up news regarding one incident from the same newspaper (to complete the information regarding a certain incident).
3. Combining main news and follow up news in one target province reported by different newspapers (to avoid double-counting of incidents).

The formation of a violent ‘incident’ is illustrated below. It can be seen how information from newspapers is sorted and combined to obtain four different violent incidents.



Output of the Compilation of Violent ‘Incident’

The formation of a violent incident as explained above is done digitally. If there is a news article reporting two different incidents, it will be duplicated and saved in two different folders. If two news articles report the same violent incident, then both such cropped articles will be put together into the same folder. The output of this digital process is a digital folder containing all news articles, both main news as well as follow up news from all newspapers that report a single incident.

Coding and Database Compilation

As explained in section **Processing Selected Articles to Form a “Violent Incident”**, raw information from several newspapers reporting violent incidents in every target province is managed to form a violent ‘incident’. This violent ‘incident’ is a folder, where all main news and follow up news from all newspapers have been combined so that:

- There is no *double counting* (one incident is counted only once);
- The complete information regarding an incident from multiple newspapers is found in one folder.

The information found in every folder is still in the form of text from newspaper articles. The next step is to code the text-based information into pre-determined categories and estimates. However, for results to be accurate, the coding process must be performed in a standard manner and must employ coding principles applied identically for all violent incidents. For this purpose NVMS developed a standard coding system with several objectives:

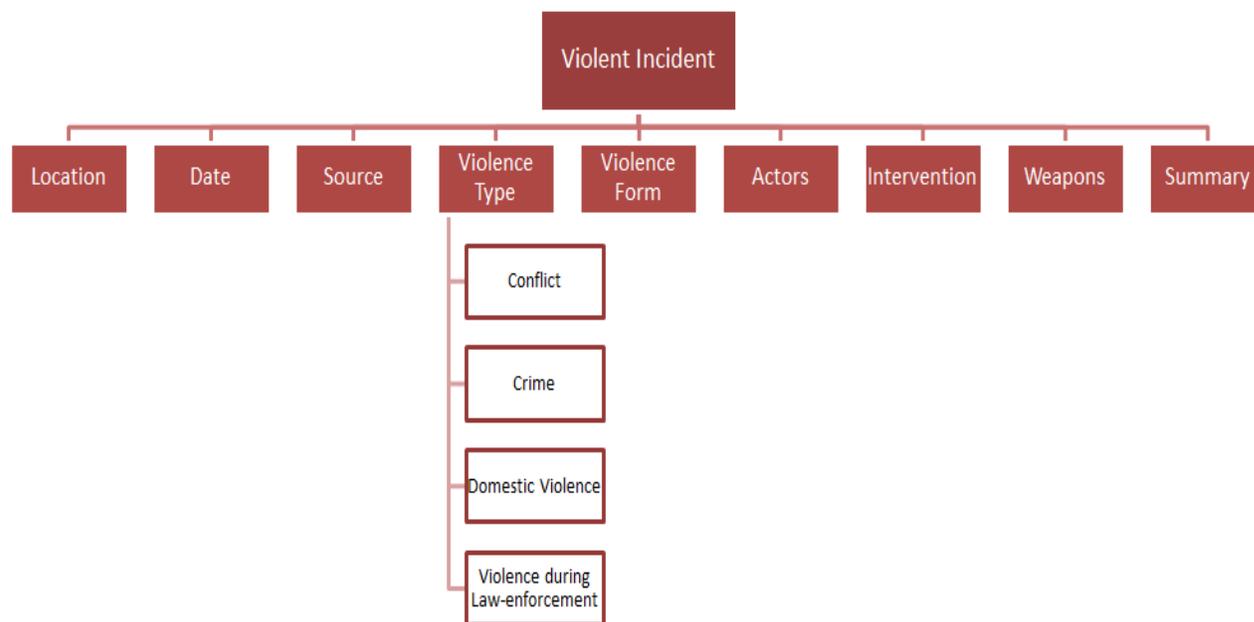
- Record objective information regarding each violent incident, such as date, location, and impact to persons and property.
- Record the subjective information regarding each violent incident by several important categories, such as type of violence, trigger, affiliation of actors involved and efforts to stop/intervene the violence if any.
- Tabulate all codes in a way that can be easily analyzed.
- Use a standard coding key, coding template and a standard operations manual to ensure that all incidents are coded in the same way.

Coding Steps

Before performing coding, data processing staff carefully read all the news articles in the incident folder in order to understand the incident and become more familiar with all the details as presented in the news articles. This is important because there could be differences in facts or interpretation in articles between several newspapers. After reading the entire news content in one violent incident folder and before proceeding to code, the data processing staff will re-verify the following:

- Ensure that every violent incident meets the NVMS definitions. Otherwise, the folder shall be returned to the quality control officer for correction.
- Ensure that all text on a digitally cropped news article can be read clearly. Otherwise, the folder should be returned to the quality control officer for correction.
- Ensure that all information regarding the violent incident in the incident folder is sufficiently clear. Otherwise, the folder shall be returned to the quality control officer for verification with the field team or to be crosschecked with other sources.

After the reading and verification process is completed, the data processing staff fills out a coding template for each violent incident digitally with categories and codes in line with the NVMS definition of violence, as elaborated below.



LOCATION

The location of the incident is the location where the incident was reported to occur, including the province, district (*kabupaten*) or city, using BPS (Central Statistics Agency) location code. To standardize the collected data, the province and *kabupaten* location is recorded in line with the administrative boundaries as per 2008. The *kecamatan* (sub-district) and village locations of the violent incident are also recorded if specified. However, the *kecamatan* and village locations are not adjusted for ongoing splitting or changes in administrative boundaries.

List of locations covered by NVMS

DATE

The incident date is the date when the incident took place, and not the date the news appeared in the newspaper. For example, if a newspaper published on 29/03/1998 specifies that an incident took place ‘last night’, then the date of the incident is 28/03/1998. In most incident files collected, the date of the violent incident is clearly mentioned. However, there are also cases where the incident date must be estimated because it is not clearly specified or the exact date is unknown. In such cases, several [principles for date estimation](#) are employed by the coding team.

SOURCE INFORMATION

Information about the source used, both media and non-media, and the date of publication are recorded for every violent incident. If more than one newspaper reports the same incident, then all sources and dates of publication are recorded in the database.

List of NVMS sources**TYPES OF VIOLENCE AND SPECIFIC TRIGGERS**

Violent incidents collected in NVMS are classified into four categories. An incident can only be classified as one of the following four categories:

List of NVMS types of violence**a. Conflict (Violence)**

Conflict has wide-ranging connotations and different users of the data may have diverse understanding of how to define conflict. However, the NVMS definition of conflict is based on that developed by Coser (1956). Following this definition, NVMS specifies violent conflict as an event where violence is committed against specific targets to settle or respond to pre-existing disputes. The NVMS definition of violent conflict includes small-scale incidents involving only a few individuals and/or larger incidents involving groups.

“A struggle over values and claims to secure status, power and resources, in which the main aims of opponents are to neutralize, injure or eliminate rivals.”

(Coser 1956)

As is commonly known, underlying causes of violence may be complex and involve a range of social, psychological, and structural factors. However, the NVMS database is unable to delve deep into every single incident of violence that is recorded. Instead, the NVMS database records information regarding the proximate triggers of violent conflict incidents through the variables in the [list of Violence Types and Triggers](#).

b. Violent Crime

According to NVMS system, violent crime comprises acts of violence that occur without any prior dispute between parties. The motivation behind a criminal act can be monetary, for example, robbery or abduction; or personal pleasure, for example, rape or serial killings. In contrast, violence in the context of conflict occurs due to pre-existing disputes between those involved such as dispute over land, election, religion or other such matters. As such, in the NVMS system, an act of killing can be coded as ‘Conflict’ if there is a dispute behind it, e.g., in a killing of a certain group figure by other groups, or can be coded as ‘Crime’ if there is no pre-existing dispute between parties, for example, serial killings.

c. Domestic Violence

Domestic violence comprises of acts of violence committed by a family member against other family member(s), where the family members live under one roof/same household. These include violence committed by a family member against domestic workers and violence between cohabitating couples. In a case where an uncle hits his nephew and the nephew lives with the

uncle, the incident will be categorized as domestic violence. However, if they do not live under one roof the incident will then be categorized as a different type of violence. Cases of parents not sending their children to school, not caring for them and/or abandoning them are not counted as cases of domestic violence in the NVMS database unless there are reports of physical violence.

d. Violence during Law Enforcement

Violence during Law Enforcement includes all acts of violence committed by formal security forces such as the police, Indonesian Armed Forces (TNI), and Brimob (Police Paramilitary Force) in the conduct of their duties. These include shootings committed during a chase/capture/interrogation of suspects of crime. There are several important points to note regarding this type of violence:

- If a security agent acts on behalf of other government institutions in the context of conflict and violence takes place, then the incident will be coded as ‘conflict’, not as violence during law enforcement.
- This type of violence only records incidents where violent action is taken by the formal security forces while on duty. When violence is perpetrated by a member of the security forces in personal capacity the incident will not fall under this type of violence. Also, violence perpetrated by informal security actors such as *Hansip* or *Satpam* are not recorded here.
- The NVMS system cannot systematically differentiate between acts of legitimate violence by security forces and those that are excessive or beyond the legal mandate and it is up to the user to distinguish between the two.

FORM OF VIOLENCE

The dynamics of any given incident of violence may be different from another other. Violence involving masses, for example, in clashes, riots or mobbing is very different from violence involving only individuals or several individuals, such as in assaults, fights or abductions. Other forms of violence include bombings. So that the specific dynamics of violence may be differentiated the NVMS data codes the form of each incident of violence from a [list of forms of violence](#).

ACTORS

Actors are individuals or groups involved in violent incidents, not just perpetrators but also victims. In every violent incident there must be at least two sides and affiliations of actors involved. Information about both Side 1 and Side 2 are recorded. NVMS database records two types of information regarding actors involved in both sides:

a. Actor’s Affiliation (Side 1 and Side 2)

An actor’s affiliation is the general identity of the actor based on his role in the incident. An individual may have more than one identity or affiliation: someone who is affiliated with a labor union can also be affiliated with a certain political party, have a certain ethnicity, and

follow a certain religion. However, during the coding of a given incident, the affiliations of actors involved are based on the capacity of those actors in that incident. For instance, if the incident is about a labor demonstration, then the labor union affiliation will be used. To record the actor's affiliation in a standardized manner, the NVMS system uses an **actor affiliation list** that specifies actor categories in a violent incident.

b. Number of Actors (Side 1 and Side 2)

The number of actors is a tally of individuals involved from both sides in an incident. In filling out the number of actors, all actors involved are counted, not just those who committed acts of violence or those targeted. For example, 15 young men from village A were involved in a clash and two among them committed murder. In this case, not only the two persons who committed murder are recorded as actors, but all the 15 men who were involved in the fight.

Often the number of people involved in a violent incident is not reported as a precise number by newspapers. For example, newspapers often report the number in words like several youth, a dozen of students, hundreds of villagers, and so forth. To translate these words into numbers that can be recorded in NVMS database, the data processing team follows several **principles for estimating the number of actors**.

c. Determining Side 1 and Side 2

If the violence is one-way, for instance, assault, mobbing, riot, and so forth, then there is just one party committing the violence and the other becomes the victim. In such an incident of one-way violence, Side 1 records the affiliation of the perpetrator while Side 2 records affiliation of the victim. However, if the violence is two-way, for example, a clash or a fight, this means that both parties can be the perpetrators and both can also be the victims. In the NVMS system only one actor affiliation field is available for each side. Information about any additional actors is recorded in the incident's summary.

INTERVENTIONS

Intervention is defined as an attempt made by a third party to stop the violence during incident. For example, the police breaking up a clash between two villages and arresting people would constitute an intervention. Here the incident is the clash and police action to stop the violence constitutes an intervention within that incident. The NVMS system can record information of up to two intervention attempts in a single incident. This information includes:

- a. Interveners (affiliation):** The affiliation of the intervener (individuals or groups) attempting to stop the violence in an incident.

List of interveners (affiliations).

- b. Intervention Outcome:** Outcome of an intervention is the result of efforts to stop the violence by the intervener.

List of intervention outcomes.

It is important to note that there are often mediation efforts by the police, civilian figures or the government after or in between incidents of violence such as group meetings and dialogue etc. At present, such mediation efforts cannot be recorded in the NVMS system.

WEAPONS USED

For every violent incident NVMS system can record up to two types of weapons. It should be noted that the NVMS database only records weapons in an incident if they have been used to commit violence.

List of weapons.

IMPACT OF VIOLENCE

The impact of violence recorded in NVMS database is the **physical impact occurring as a result of every violent incident**. The recorded impact includes the following details:

Impact	Description	Information Recorded (per incident)
Deaths	Number of fatalities due to the violence.	Sum of total fatalities per incident and female fatalities (out of total) if reported.
Injured (persons)	Number of people gravely injured due to violence causing bruises, loss of consciousness, broken bones or requiring hospital treatment.	Sum of total number of people injured and number women injured (out of total) if reported.
Rapes	Number of people (including women, men and children) raped/molested in one incident.	Sum of total people raped and female rape victims (out of total) if reported.
Kidnappings	Number of people abducted or taken hostage.	Sum of total victims of kidnapping and female kidnapping victims (out of total) if reported.
Property Damage	Number of damaged building due to violence from fires, vandalism, broken glasses and doors.	Sum of buildings destroyed and sum of those in a way that these are no longer usable (out of total buildings damaged).

Usually, the physical impacts of violence are clearly specified by news reporting the violent incident. However, sometimes there are differences between newspapers or lack of clarity on the exact number. In such cases, the data processing team applies several standard **principles for assessing impacts**.

INCIDENT SUMMARY

For every violent incident coded in the NVMS database there is a short narrative regarding the incident and the facts written in text form. This is done so that users can understand the context of the incident from the summary, including certain details. For example, the event's

chronology, the specific location, the name of institutions or organizations, and so forth.
(Available only in *Bahasa Indonesia*)

Quality Control and Verification Process

The process of data processing, from selection of reports to coding, is an interpretation of information in text form in order to enable it to be translated into numbers or certain codes. To ensure that this interpretation process is conducted in a standardized manner, data processing is conducted according to standard guidelines and instruments specially designed for such purpose. To monitor accurate and standard use of these instruments extensive quality control procedures are implemented at every stage of data processing with the following objectives:

- a. Detect and respond to systemic problems with the coding system.
- b. Detect and respond to human error issues and monitor the work of every data processing personnel.
- c. Verify information from newspapers against other sources, including information from the field if necessary.

Quality control procedures are conducted systematically at every stage of data processing at three levels to ensure the data quality before being published on NVMS website. At the first level, quality control is performed by a quality control officer over the entire work of the data processing team every day. At the second level, the results of examination from the first level are sampled by the quality control manager. At the third level, the results of checks performed by the data manager are examined again by the project manager. With several levels of quality control above, data can be monitored continually and the problem can be detected and corrected routinely. The following is the explanation about each of quality control steps conducted within the NVMS system.

Quality Control of the Selection of Reports on Violence

In selecting the news on violence, the data processing team records each title of the selected news in Quality Control Form 1. Based on this information, the quality control staff examines results of the selection against the raw sources on a daily basis to ensure three things:

- That no news article reporting a violent incident was missed during the selection of news
- That no additional/extra news that should not have been collected made it into the selection
- That all clippings and news selections are legible

Initially, the entire output of the news article selection by a given staff member is subject to quality control checks. For example, a data processing staff reads and selects articles from 24 publications in one day. This means that all 24 publications will be re-read and re-selected by a quality control officer. The final result of the two outputs is tallied to check accuracy and make corrections. This thorough checking is conducted until a given staff member achieves a higher than 95 percent selection accuracy. When this is achieved a 10 percent sampling of his work will be done each day. If the accuracy is $\geq 90\%$ the checking

will be increased to 25% of his work. If the accuracy is $\geq 85\%$ then 50% of the work will be checked, and if it drops to less than 85% then 100% of the data will be checked. If the accuracy is 95% but at a certain point it drops to 90% then the work checked will be increased from 10% to 25%.

Example of Quality Control Form 1

Quality Control of the Compilation of Violent Incidents

In compiling the news to form violent incidents, the quality control staff will examine the violent incident folders to ensure that the calculation of 'violent incident' meets the NVMS definition of violence so that:

- No two violent incidents in one folder.
- No news on one incident split in different folders.

Quality control output is recorded in Quality Control Form 2. In the quality control process, the quality control staff will conduct a check of 100% of folder incidents formed by the processing team every day. If the accuracy of incident formation is 95%, the quality control process will conduct a 10% sampling per day per staff. If the accuracy is $\geq 85\%$ the sampling is 50%, and if the accuracy is $< 85\%$ then 100% of the work will be checked. If a staff's accuracy is 95% at one point but later it drops to 80%, the checking of the staff's work will be increased from 10% to 100%.

Example of Quality Control Form 2

Quality Control in the Coding Process and Database Compilation

Coding is a complex process and it requires an understanding of many definitions and rules. In order to produce high quality data, accuracy and consistency is imperative in the coding process. The quality control procedure is designed to ensure:

- Accurate coding: that all coders follow NVMS rules and instruments.
- Consistency of every coder: that every data processing staff performs coding consistently over time.
- Consistency between coders: that two data processing staff performs coding of an incident with the same output.

CHECKING OF CODING ACCURACY AND CONSISTENCY OF EACH TEAM MEMBER

Coding is checked for consistency with NVMS rules and instruments and the results are recorded in Quality Control Form 3 and corrections are made directly to the database. During this process, the quality control staff initially checks 100% of coding output of each of staff member every day. When 95% accuracy is achieved, the quality control process will sample 10% of staff's work per day. If the accuracy is $\geq 90\%$ the sampling is 25% of the staff's work. If the accuracy is $\geq 85\%$ then 50% of the work will be checked, and if the accuracy falls below 85% then 100% of the staff's work will be checked. If the

accuracy is 95% at one point but then falls to 80%, the checking of the staff's work will be increased from 10% to 100%.

Example of Quality Control Form 3

CHECKING BETWEEN CODERS

Outputs of different coding staff are compared on a weekly basis to ensure that they have the same understanding and knowledge of coding rules. This is done by asking the staff to code the same sample incidents. The outcome is recorded in Quality Control Form 4. If differences are found in coding variables between two coders, the matter will be discussed with all team members in order to develop a common understanding. Such a session is considered a refresh-training session for the data processing staff. The difficulties encountered or coding rules are regularly discussed in such sessions. The outcome or the explanation will be written in the guidebook to be used as reference and for further refinement.

Example of Quality Control Form 4

VERIFYING INFORMATION

When the data processing team encounters a problem in coding an incident because the information is not very clear, the quality control staff will seek explanation regarding the incident and will contact the field team to verify if necessary.

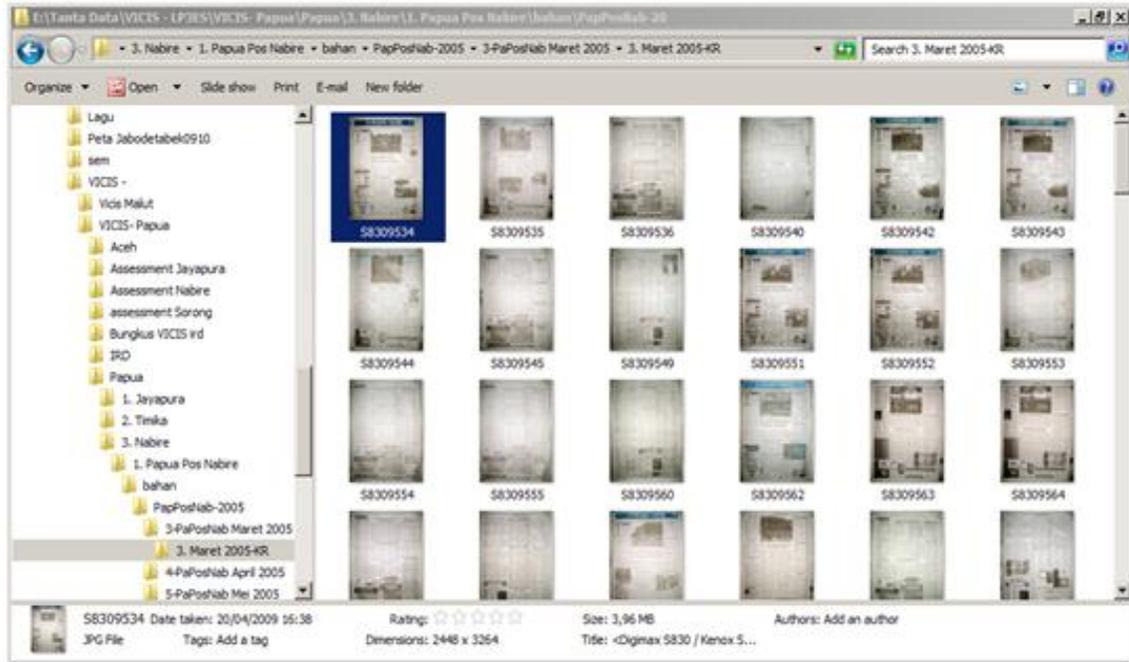
LIST OF NVMS SOURCES

Province	Newspapers	Non-Media Sources
Aceh	Serambi	Aceh Peace Monitoring Updates, CPCRS Universitas Syiah Kuala
	Kontras	
	Waspada	
	Aceh Kita	
	Pro Haba	
	Analisa	
	Rakyat Aceh	
	Harian Aceh	
Maluku	Suara Maluku	Relevant reports from the International Crisis Group (ICG)
	Ambon Express	UNSFIR Dataset (Panggabean, Tajoedin dan Varshney, 2004)
	Siwalima	Father Boem's Chronicle

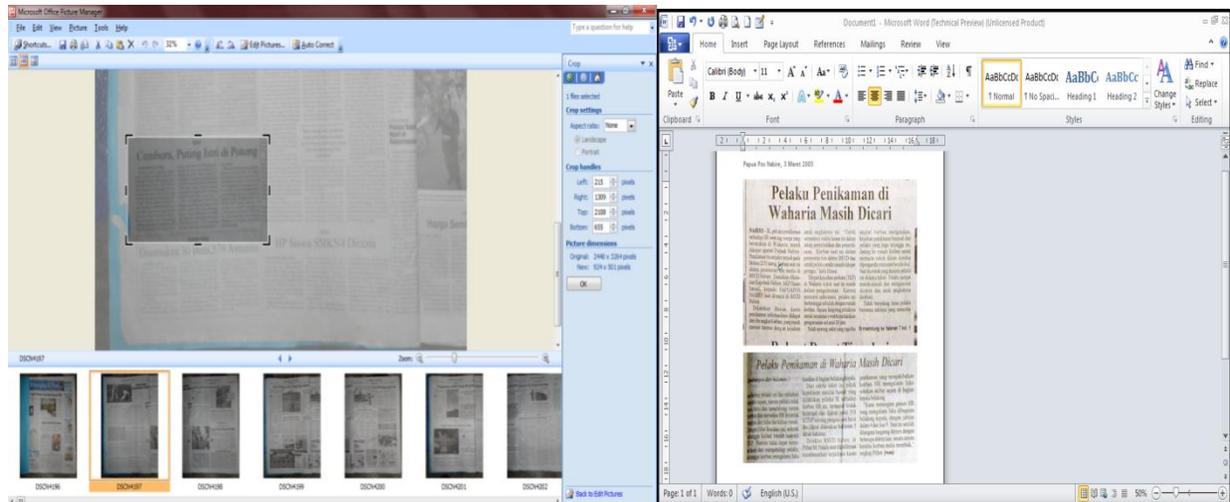
	Titah Siwalima	
	Media Tenggara	
	Vox Populi	
North Maluku	Malut Pos	Relevant reports from the International Crisis Group (ICG)
	Cermin Reformasi	UNSFIR Dataset (Panggabean, Tajoedin dan Varshney, 2004)
	Mimbar Kieraha	Using Newspaper To Monitor Conflict : Evidence From Maluku and North Maluku, Indonesia, Joanne Sharpe, 2005
	Aspirasi	Ethno-religious violence in Indonesia: From Soil To God, Chris Wilson, 2008
	Ternate Pos	
West Kalimantan	Pontianak Pos/Akcaya	Relevant reports from the International Crisis Group (ICG)
	Equator	UNSFIR Dataset (Panggabean, Tajoedin dan Varshney, 2004)
	Kapuas Pos	Laporan Human Rights Watch Indonesia
	Metro Pontianak/Radar Pontianak	From Rebellion to Riots: Collective Violence on Indonesian Borneo, Jamie Davidson, 2008
	Mediator	Communal Violence and Democratization in Indonesia: Small Town Wars, Gerry van Klinken, 2007
Greater Jakarta Region	Pos Kota	
	Harian Pelita	
	Harian Terbit	
	Lampu Hijau/Merah	
	NonStop	
Central Sulawesi	Nuansa Pos	Doctoral Thesis (Unpublished), Dave Mcrae (with permission)
	Mercusuar	Relevant reports from the International Crisis Group (ICG)
	Media Al-Khairat	UNSFIR Dataset (Panggabean, Tajoedin dan Varshney, 2004)
	Info Baru	
	Radar Sulteng	
	Luwuk Pos	
	Pantau	
	Radar Parimo	
Suara Parimount		

	Toraranga	
	Poso Pos	
	Metro Tolis	
NTT	Kursor	Relevant reports from the International Crisis Group (ICG)
	Pos Kupang	UNSFIR Dataset (Pangabeian, Tajoedin dan Varshney, 2004)
	Flores Pos	Laporan Human Rights Watch Indonesia
	Timex	KDP Dataset (Barron, Smith and Woolcock, 2004)
	Biin Mafo	Father Adam Chronicles
	Cendana Pos	Jacqueline A.C. Vel
	Radar Timur	
	Surya Timur	
	Swara Lembata	
	Dian	
	NTT Ekspres	
	Rote Nda	
Papua and West Papua	Cenderwasih Pos	Relevant reports from the International Crisis Group (ICG)
	Papua Pos	
	Pasifik Pos	
	Radar Timika	
	Papua Pos Nabire	
	Radar Sorong	
	Papua Barat Pos	
	Fajar Papua	
	Cahaya Papua	
	Media Papua	
	Papua Selatan Pos	
National	Kompas	
	JPNN (online)	

EXAMPLE OF DIGITAL MATERIAL



EXAMPLE OF NEWS CLIPPING



EXAMPLE OF VIOLENCE INCLUDED IN NVMS DEFINITION

Example	Remarks
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<p>Hundreds of students rallied in front of the Parliament regarding fuel price hikes. Students who tried to force themselves in were met by the police and the students become emotional and started throwing stones at the police. No injuries were reported in the case.</p>	<p>In this case the elements of intent, effort, and forms of violence are present to cause injury to persons by throwing stones, even though it did not lead to injury.</p>
<p>Hundreds of students rallied in front of the <i>Bupati</i> office regarding the outcome of local elections that they saw as flawed. The students who became emotional because their demands to see the <i>bupati</i> were not met, started throwing stones and sticks at the <i>Bupati</i> office, resulting in eight broken windows and two police officers injured from stones thrown at them as they tried to secure the location.</p>	<p>In this case the elements of intent, effort, and forms of violence are clearly evident, and it has led to damage to the <i>bupati</i> office where eight windows were broken and two police officers injured from stones thrown at them.</p>
<p>Thousands of residents of Kelurahan Buntaran, Kecamatan Tandes, Surabaya blockaded the main gates of PT. GML with huge boulders and logs. An employee of the company was beaten by residents to bruises, but the fight was successfully broken up. Because no explanation was offered, the residents started throwing stones and glass at the police guarding PT. GML premises. They demanded the company to compensate them Rp 25 million per month for the pollution caused by PT. GML. The company's building was also thrown at with stones by the residents.</p>	<p>This case is a clear act of violence. There are physical impacts, namely, the beaten employee and broken windows. The elements of intent, effort and forms of violence are present and fulfilled.</p>
<p>Riots took place in Desa Negeri Ujung Karang. Ten people destroyed houses occupied by residents from other villages. Five houses were burned and three damaged. No fatalities were reported in this incident.</p>	<p>This case falls under NVMS's definition of violence because elements of intent, effort, and form of violence and physical impacts are clear.</p>
<p>Cadres of Party A were involved in clashes and threw chairs at other cadres of the same party. This was triggered by a dispute in tallying the votes in the election of the Head of Party A Board of Leaders. Luckily the chairman of the session immediately adjourned [the session]. No victims were reported in this incident.</p>	<p>This case falls under NVMS definition because of the element of intent, effort and form of violence, namely, throwing chairs at each other (clash) even though there was no physical impact.</p>
<p>Due to a squabble two young men were involved in a fight at Gajah Mada Street. AG and NA, the two men, did not only argue but also beat each other up and one of them suffered a bruise to his left temple.</p>	<p>In this case clearly there is physical impact where one of the actors was bruised. Additionally elements of intent, effort and form of violence, namely, a fight, are present.</p>
<p>A mob fight between a dozen or so students of UNILA took place at building C courtyard of UNILA campus. It was thought that this incident was triggered by the policy of the Political and Social Sciences Student Executive Board to freeze the activities of Communications Students Association. No fatalities were reported in the fight and the police managed to control the situation.</p>	<p>This case falls under NVMS definition because of the element of intent, effort and form of violence, namely, mob fight (clash), even though there were no physical impacts such as injury, fatality or damaged buildings.</p>
<p>A mob beating of a thief took place. The thief was</p>	<p>This case falls under NVMS definition because of the</p>

almost fatally beaten.	elements of intent, effort and form of violence and that there were physical impacts, namely, the near fatality as well as injuries suffered due to the mob assault. Near fatality indicates that the victim has already suffered serious injury, short of death.
An act of terror committed by unidentified persons took place in the office of a Public Works Official, in <i>Kabupaten</i> Sumbawa Besar. A bottle filled with gasoline and a fuse was hanged in the toilet with a burning mosquito coil underneath it. The motive behind this act of terror was tender problems in a project.	Although there may not be physical impacts because the bottle with the gasoline fuse did not explode, but there are elements of intent, effort and form of violence. The bottle could have exploded because it was placed under the mosquito coil. This is considered an effort to harm people.
Unidentified persons destroyed banners of PKS party along the main road in Lampung. The banners damaged were banners of Lampung gubernatorial candidate.	This case clearly falls under NVMS definition of violence because there is physical impact, that is, the banner of PKS party was damaged. In this case there is an element of intent by the person who damaged PKS banners.
Three people on Tambak Street chased after a thief who often steals in their territory. The three individuals used wooden sticks and sharp weapons when chasing the thief but the thief managed to flee.	This case falls within NVMS definition of violence because an effort to commit violence was present by chasing with a wooden stick and sharp weapons although there was no physical impact because the victim managed to flee. If only the victim were caught it is very likely that he would have been beaten and assaulted by the three people.
A scammer was chased by the police and people who had fallen victim to the scam. Fearing capture, the scam perpetrator jumped into a river and drowned.	In this case the victim died because he jumped into the river. This case falls within NVMS definition because the victim jumped into the river as he was chased by the police and the people who wanted to catch him.
Bunga, a primary school student, became a victim of an attempted rape by her neighbor. The perpetrator came to the victim's house and attempted to strip her. The victim's neighbor heard the victim scream and immediately went to the location and stopped the depraved acts of the perpetrator.	This case falls within NVMS definition of violence because the effort to commit rape is present, that is, when the victim was grappled and when [the perpetrator] tried to strip the victim, even though the rape failed because it was stopped.
An elderly woman was hit by a stray bullet of unknown origin as she was walking on her way home. The police is investigating the case.	This case falls within NVMS definition of violence even though it is not known whether or not the element of intent and physical impacts are present.
A female baby was found on a riverbank near a corn plantation. It was learned that the baby was only a day old because the placenta was still attached to the baby's body. It was suspected that the baby was a result of an illicit affair so it was thrown away by the mother.	This case falls within NVMS definition of violence because the effort to take the baby's life was present. If the baby had not been found soon he/she could have drowned or died of exposure.
A body of a woman was found in an apartment in Jakarta. Signs of assault were found on the victim, such as bruises on the body and a wound to the head from a blunt object. The motive and the perpetrator of the murder are still being investigated.	This case clearly falls within NVMS definition of violence because there are physical impacts, such as bruises due to blunt object trauma, even though the perpetrator is unknown.
RU who recently came to Jakarta became a victim of	This case falls within NVMS definition of violence

drugging at Senen terminal. The victim was offered a drink by the perpetrator spiked with sedatives. As a result the victim fell unconscious and his/her belongings were taken away by the perpetrator.	because drugging with incorrect dosage can lead to death. In this case the victim did not die, but the the perpetrator committed with intent can lead to a person's death.
One hundred people from FPI and LPI from various religious boarding schools in Bogor carried out a sweep of night entertainment establishments and <i>warung remang-remang</i> [lit, shady shacks]. In the end the mob ransacked two prostitution joints in Parung.	This case falls within NVMS definition because clearly there were physical impacts, namely, the damaged prostitution joints and the perpetrators ransacked these joints intentionally.
A son/daughter of a businessman became victim of abduction by unidentified persons. The perpetrators demanded a billion rupiah in ransom. To this date the police still has not learned of the victim's whereabouts.	This case falls within NVMS definition, even though no physical impact was specified, but the form of violence already meets NVMS definition, that is, abduction (deprivation of liberty)
A police officer shot a robber for trying to flee during arrest. The victim suffered wounds to the leg.	This case falls within NVMS definition of violence because there were physical impact, form of violence, committed intentionally and consciously, even though the act was committed while on duty.

EXAMPLE OF VIOLENCE NOT INCLUDED IN NVMS DEFINITION

Example	Remarks
A woman driving under the influence of alcohol hit a group of pedestrians leading to 2 deaths.	At a glance this case may seem like a case of violence because there is physical impact (fatalities). However, this act of violence does not fall under NVMS definition of violence as there is no element of intent in this case. This case is an accident. <i><u>This study does not collect cases of accident.</u></i>
A nine-year-old child found his father's firearm and played with the weapon. But while playing the gun the trigger was pressed and the shot hit his younger brother/sister who had to be hospitalized for gunshot wounds.	This case would not be included because it is an accident. This is a case of negligence because there is no element of intent to commit violence.
A teacher at Neglasari Primary School was reported to the police by parents of a student because they were offended by how their child was punished by standing in the field under the sun.	This case does not fall under the definition of violence because the type of violence is not sufficiently severe, regardless of the fact that the victim was made to stand under the sun for a long time or whether the parents felt offended because their child was punished by the teacher. In addition to that, the student did not experience physical impacts.
Police arrested two high school students who were	This case would not be included because no

caught carrying sharp weapons in their bags.	violence has occurred.
Two lovebirds caught being together in a cheap hotel were paraded by the people. They were stripped naked by the mob and doused with sewage.	This case would not be included because the action is outside NVMS definition of violence and the impact is only psychological. <i>This study does not collect violent incidents with psychological impacts.</i>
A black plastic bag with a four-month-old fetus was discovered. It was suspected that the fetus was a result of abortion.	This case does have an element of intent, effort and form of violence. However, <i>this study does not collect acts of abortion</i> because the impact of violence must be clear on individuals, groups, building, public facilities or property.
Rejected by the woman he desires and frequently subject to parental anger, GF committed suicide by ingesting insecticide.	This case falls outside NVMS definition of violence because the act was inflicted on self. <i>This study does not collect acts of suicide.</i>
Upset for having lost gambling, JM came home and destroyed the contents of his own house.	This case falls outside NVMS definition of violence because it was inflicted on own property.
A five-year-old child became a victim of medical malpractice. As a result, the victim is permanently paralyzed.	This case falls outside NVMS definition of violence because it is an act of negligence and there is no element of intent, despite the physical impacts. <i>This study does not collect acts of malpractice.</i>
After a week of suffering a strange illness WN (head of neighborhood unit) finally passed away. The victim's family said that WN died of sorcery by his opponent in the election of the head of the neighborhood unit.	This case falls outside NVMS definition of violence because the victim's death was a result of a strange illness of unknown nature, even though the victim's family claims that the victim died from his opponent's sorcery in the neighborhood unit elections. <i>This study does not collect fatalities due to sorcery.</i>
A man assaulted people passing by him. As a result one person was injured being hit by a stone. It was known that the person is not sane and has been in and out of hospital.	Despite the physical impacts and a form of violence, this case falls outside NVMS definition of violence because the perpetrator committed his acts of violence outside of his awareness due to his mental disturbance.

EXAMPLE OF MAIN NEWS AND FOLLOW UP NEWS

Example	Remarks
Clashes between villagers of Luhu and Lha took place again yesterday. This time the clash still occurred over a border dispute between the two villages. To this day it is only known that 5 people were injured and one house burned.	This is considered main news because it reports the violent incident for the first time. This main news would certainly be collected in the article selection process.

The Police held a news conference yesterday afternoon about the clash between Luhu and Lha villagers. Yesterday this media reported that the clash resulted in 5 injured people. Based on the information at the press conference, the police informed that the two injured have died whereas three others are still being treated at the hospital. Meanwhile, the situation in the village is slowly recovering.

This news was collected as a follow up news, because the news provides additional information regarding the victim's development (incident's impact) as the outcome of the clash, so it can be useful as the most updated information about the incident.

EXAMPLE OF SELECTED NEWS FILES

Name	Date modified	Type	Size
1. RB, SERAMBI INDONESIA, ACEH, 2-1-2011, 1-7	16/04/2012 11:16	Microsoft Office ...	779 KB
2. RB, SERAMBI INDONESIA, ACEH, 2-1-2011, 1-7	16/04/2012 11:22	Microsoft Office ...	569 KB
3. RB, SERAMBI INDONESIA, ACEH, 4-1-2011, 16	16/04/2012 11:26	Microsoft Office ...	332 KB
4. RB, SERAMBI INDONESIA, ACEH, 5-1-2011, 1-7	16/04/2012 11:30	Microsoft Office ...	363 KB
5. RB, SERAMBI INDONESIA, ACEH, 5-1-2011, 3	16/04/2012 11:34	Microsoft Office ...	401 KB
6. RB, SERAMBI INDONESIA, ACEH, 5-1-2011, 9	16/04/2012 11:39	Microsoft Office ...	476 KB
7. RB, SERAMBI INDONESIA, ACEH, 5-1-2011, 9	16/04/2012 11:42	Microsoft Office ...	325 KB
8. RB, SERAMBI INDONESIA, ACEH, 6-1-2011, 3	16/04/2012 11:45	Microsoft Office ...	486 KB
9. RB, SERAMBI INDONESIA, ACEH, 7-1-2011, 1-7	16/04/2012 11:53	Microsoft Office ...	414 KB
10. RB, SERAMBI INDONESIA, ACEH, 7-1-2011, 1-7	16/04/2012 11:58	Microsoft Office ...	624 KB
11. RB, SERAMBI INDONESIA, ACEH, 7-1-2011, 1-7	16/04/2012 12:02	Microsoft Office ...	493 KB
12. RB, SERAMBI INDONESIA, ACEH, 7-1-2011, 2	16/04/2012 12:07	Microsoft Office ...	470 KB
13. RB, SERAMBI INDONESIA, ACEH, 7-1-2011, 9	16/04/2012 12:09	Microsoft Office ...	298 KB
14. RB, SERAMBI INDONESIA, ACEH, 9-1-2011, 1-7	16/04/2012 12:17	Microsoft Office ...	576 KB
15. RB, SERAMBI INDONESIA, ACEH, 10-1-2011, 1-7	16/04/2012 12:23	Microsoft Office ...	949 KB
16. RB, SERAMBI INDONESIA, ACEH, 10-1-2011, 1-7	16/04/2012 12:27	Microsoft Office ...	468 KB
17. RB, SERAMBI INDONESIA, ACEH, 11-1-2011, 1-7	16/04/2012 12:31	Microsoft Office ...	422 KB
18. RB, SERAMBI INDONESIA, ACEH, 11-1-2011, 1-7	16/04/2012 12:36	Microsoft Office ...	605 KB
19. RB, SERAMBI INDONESIA, ACEH, 11-1-2011, 1-7	16/04/2012 12:40	Microsoft Office ...	467 KB
20. RB, SERAMBI INDONESIA, ACEH, 11-1-2011, 3	16/04/2012 12:42	Microsoft Office ...	223 KB
21. RB, SERAMBI INDONESIA, ACEH, 12-1-2011, 1-7	16/04/2012 13:28	Microsoft Office ...	779 KB
22. RB, SERAMBI INDONESIA, ACEH, 12-1-2011, 9	16/04/2012 13:31	Microsoft Office ...	309 KB
23. RB, SERAMBI INDONESIA, ACEH, 13-1-2011, 1-7	16/04/2012 13:35	Microsoft Office ...	332 KB
24. RB, SERAMBI INDONESIA, ACEH, 13-1-2011, 1-7	16/04/2012 13:42	Microsoft Office ...	677 KB
25. RB, SERAMBI INDONESIA, ACEH, 13-1-2011, 15	16/04/2012 13:45	Microsoft Office ...	235 KB
26. RB, SERAMBI INDONESIA, ACEH, 13-1-2011, 12	16/04/2012 13:47	Microsoft Office ...	266 KB
27. RB, SERAMBI INDONESIA, ACEH, 14-1-2011, 1-7	16/04/2012 13:58	Microsoft Office ...	820 KB
28. RB, SERAMBI INDONESIA, ACEH, 14-1-2011, 1-7	16/04/2012 14:03	Microsoft Office ...	437 KB

EXAMPLE OF NEWS COMBINING

The screenshot shows a Microsoft Word document with a news article layout. The layout consists of five columns. The first column contains a table with information. The second, third, fourth, and fifth columns each contain a news snippet. Callout boxes are placed around the document to highlight specific information:

- Informasi Umum mengenai insiden dicatat pada template seperti tanggal, lokasi dll
- Laporan Insiden Pertama dari Cenderawasih Pos edisi 19 Januari 2010
- Laporan Insiden Susulan dari Papua Selatan Pos edisi 22 Januari 2010
- Laporan Insiden Pertama dari radar Sorong edisi 19 Januari 2010
- Sumbangan dari Laporan Radar Sorong
- Berita Laporan Pertama dari Radar Timika 21 January 2010

EXAMPLE OF NEWS SEPARATION

Kawo Berangsur Kondusif

PRAYA—Situasi Desa Kawo, Kecamatan Pujut berangsur kondusif. Sejak Sabtu hingga Minggu siang, tidak ada lagi penyerangan dari kelompok masyarakat yang keberatan atas terbunuhnya tiga pria di Desa Kawo, Rabu malam pekan lalu.

Meski begitu, polisi masih berjaga di Desa Kawo. Sedikitnya 150 lebih anggota kepolisian dari Polres Loteng dan Polda NTB yang masih melakukan penjagaan. Aparat masih mengantisipasi kemungkinan adanya serangan balik.

Seperti diketahui, Desa Kawo dua hari diserang berturut-turut oleh kelompok massa yang keberatan dengan insiden pembunuhan Rabu malam. Penyerangan terjadi pada Kamis dan Jumat sore. Akibat hal itu, sejumlah warga terluka dan beberapa rumah rusak berat. Satu rumah terbakar. Tidak ada korban jiwa dalam peristiwa

FASILITASI PERDAMAIAN: Bupati Lombok Tengah HM Suhailly FT (tengah) di dampingi Wakil Bupati HL Normal Suzana dan forkopinda Loteng memfasilitasi perdamaian dua desa yang terlibat bentrok sejak Kamis lalu.

ini. "Sudah berangsur kondusif. Masyarakat mulai tenang dan beraktivitas seperti biasa," terang Kapolsek Pujut, AKP Heri Kananda, kemarin.

Membaiknya situasi di Desa Kawo, terjadi karena berbagai pendekatan yang dilakukan pihak kepolisian, pemerintah dan tokoh masyarakat.

Terakhir, pemerintah daerah, Forkopinda Loteng dan tokoh masyarakat melakukan pertemuan di pendopo Bupati Loteng pada Sabtu sore.

Pertemuan melahirkan beberapa kesepakatan penting secara lisan. Di antaranya kelompok yang keberatan tidak akan melakukan penyerangan kalau pelaku aksi pembunuhan di Desa Kawo ditangkap oleh aparat penegak hukum.

Sementara itu, Wakil Bupati Loteng HL Normal Suzana menyambut baik pulihnya kondisi di Desa Kawo dan sekitarnya. Situasi seperti ini diharapkan bisa bertahan selamanya. Tidak ada lagi gejolak di tengah masyarakat.

Terhadap persoalan yang terjadi di Desa Kawo, Normal menaruh harapan besar supaya pihak kepolisian segera menuntaskan proses penyelidikan perkara ini. Supaya selanjutnya menjadi tenang benderang dan tidak menimbulkan masalah lagi. (aji)

EXAMPLES OF ONE VIOLENT INCIDENT

Example	Remarks
<p>“A group of environmental NGO supporters protested the granting of permit for forest clearance to a private company to produce oil palm. They held a demonstration in front of the <i>bupati</i> office demanding that the permit be revoked. The demonstration went on for several hours and several people began throwing stones breaking a lot of windows. On the same day they came to the private company to protest their presence. The façade of the office was also damaged because the protesters were not satisfied with the outcome of the meeting with the company’s management.</p>	<p>This event is one incident because it involves the same issue (permit to cut forest), took place on the same day, and one of the actors (members of a certain NGO) are also the same in both events.</p>
<p>On Friday afternoon clashes between people of village A and village B took place, killing one person and injuring eight. This incident started because people of Village B cannot accept the traditional ceremony of Village A. A group of young men from Village B came to Village A on Friday morning to stop the preparations for the event scheduled for Friday night. The young men were then beaten by people of Village A and fled the location. Friday afternoon, the young men returned bringing with them other villagers from Village A and the clash ensued between the villagers.</p>	<p>This case is counted as one incident because it took place on the same day, one of the actors is the same, namely, the young men who returned, and the issue is the same, namely the traditional ceremony.</p>

EXAMPLES OF TWO OR MORE VIOLENT INCIDENTS

Example	Remarks
<p>A group of NGO members demonstrated in front of a private company office and damaged the facade of the office. The next day, they held a demonstration in front of the same office regarding the same issue ending in riots.</p>	<p>These are two different events because even though the actors and the issues contested are the same, but the events took place on different dates.</p>
<p>Supporters of a political party disputed the outcome of a <i>bupati</i> election. They maintain that their candidate should have won, not the candidate from the other party. In the morning they attacked the office of the Regional Elections Commission and damaged the building. Not long after the police arrived and managed to break up the violence. As a result, the supporters disbanded. On their way home, the party supporters managed to mob two other young men regarding parking fees.</p>	<p>There are two different incidents here. Although the actors are the same – the supporters of the losing political party – and they took place on the same day, the contested issue was different in the second incident, namely parking fees, and not the election outcome.</p>
<p>Students from University A demonstrated and ended up clashing with security personnel, refusing fuel price hikes in front of the Mayor’s Office in City A. At the same time, a group of students from University B</p>	<p>There are two different incidents here. Although the issue is the same, to reject fuel price hikes, and the date is also the same, but the actors involved are different, namely [students] from University A and University B.</p>

demonstrated with the same purpose in front of the Provincial Parliament in City B resulting in damages to the Parliament building in City B.

PRINCIPLES TO ESTIMATE THE DATE OF A VIOLENT INCIDENT WHEN IT IS NOT CLEAR

1. If several sources cite a date for a specific incident and another source cites a different date, then the date cited by most sources shall be used.
2. If the date of the incident is not clearly specified in all newspapers, only the month without a specific date, then the 15th of the month can be used as an estimate. Example, if a newspaper reports that an incident took place last June, then 15 June shall be used as the date of the incident.
3. If the article cites an unclear date, for example: several days ago, or two weeks ago, then the following rules can be used:
 - Some time ago = one day before the article.
 - Several days ago = 2 days ago.
 - Several weeks ago = 2 weeks ago, subtract 14 from the date of the article.
 - One month ago = 1 month ago, subtract one month from the article date, for example: if the article date is 7 June then the incident date shall be 7 May.
 - Several months ago = 2 months ago, for example, the article date is 7 June, the incident date shall be 15 April. Here we do not subtract 2 months, but take the middle date of the month.
 - The article is written based on the arrest report of the security apparatus or court outcomes (if no articles are found about the incident) and no information is found about the incident then the date used shall be one day before the arrest or before the court hearing.

NVMS COVERAGE

Province/Year	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012 Jan- April	2012 May- Sept	2012 Oct- Dec	2013 Jan- April	2013 May- Sept	2013 Oct- Dec	2014 Jan- April	
Aceh																							
Maluku																							
North Maluku																							
Papua																							
West Papua																							
West Kalimantan																							
NTT																							
Central Sulawesi																							
Greater Jakarta																							

 Available
 On Schedule

LIST OF VIOLENCE TYPES AND TRIGGERS

Code in Raw Data	Types of Conflict	Description
VIOLENT CONFLICT		
88881	Resource Conflict	Violence triggered by resource disputes (land, mining, access to employment, salary, pollution, etc.)
1102	Other resources	Violence triggered other resource disputes.
1103	Land	Violence triggered by land disputes. (public or private)
1104	Natural resource	Violence triggered by natural resources such as mining, water etc. (public or private)
1105	Man-made resource	Violence triggered by man-made resources. (public or private)
1106	Access	Violence triggered by access to employment, markets route, customers, etc.
1107	Environment	Violence triggered by environmental damage, air pollution, noise pollution, etc.
1108	Salary/labor issues	Violence triggered by complaints over pay, labor condition, industrial relations between laborers and the management, etc.
88882	Governance Conflict	Violence is triggered by government policies or programs (public services, corruption, subsidy, region splitting, etc.)
2202	Other governance conflicts	Violence triggered by other governance issues.
2203	Tender process	Violence triggered by problems related to government tenders, including corruption in the tender process
2204	Corruption	Violence triggered by corruption or misuse of government funds unrelated to tender process
2205	Public services	Violence triggered by issues related to the quality of public services, such as education, healthcare, and other services provided by the government
2206	Commodity prices/subsidy	Violence triggered by changes in commodity prices or subsidy allocation/distribution
2207	Government programs	Violence triggered by problems pertaining to government programs OUTSIDE OF TENDER, CORRUPTION, PUBLIC SERVICES, AS WELL AS COMMODITY PRICES AND SUBSIDY. This includes execution of government programs, funding priorities and complaints regarding implementation or unmet needs, salary issues and government employment.
2211	Region splitting	Violence triggered by regional splitting or re-districting

2212	Law enforcement	Violence triggered by disputed arrests, problems pertaining to actions by security forces, or dissatisfaction with court proceedings/decisions
88883	Elections and Appointments	Violence triggered by electoral competition or bureaucratic appointments.
3302	Other election and public office conflicts	Violence triggered by other competition for position and power
3303	National election/appointment	Violence triggered by electoral competition or bureaucratic appointments at the national level (e.g.: national parliament members, ministers, President or Vice President etc.)
3304	Provincial election/appointment	Violence triggered by electoral competition or bureaucratic appointments at the provincial level (e.g. provincial parliament members, provincial govt. positions, Governor and Vice Governor etc.)
3305	District/municipality election/appointment	Violence triggered by electoral competition or bureaucratic appointments at the district/municipal level (e.g. district parliament, district govt. positions, district head and mayor etc.)
3306	Sub-district appointment	Violence triggered by sub-district level government appointment (e.g. dispute over the office of head of sub-district (<i>camat</i>))
3307	Village/ <i>kelurahan</i> elections/appointment	Violence triggered by village/ <i>kelurahan</i> level election or appointment (e.g. village head and village council elections, village level appointments)
3308	Other government office	Violence triggered by election or appointment at other level of government
3309	Office/influence/power in political parties	Violence triggered by election/appointment within political parties
88889	Separatist Conflict	Violence triggered by efforts to secede from the Unitary State of the Republic of Indonesia (NKRI)
9903	Separatism	Violence triggered by independence/separatist struggle to secede from Unitary State of the Republic of Indonesia (NKRI)
88884	Identity-based Conflict	Violence triggered by group identity (religion, ethnicity, tribe, etc)
4402	Other identity	Violence triggered by identity of other groups
4403	Inter-ethnic/tribal	Violence triggered by ethnic/tribal dispute (regarding cultural attributes or symbols of diaspora, language and so forth)
4404	Inter-religious	Violence triggered by disputes between members of different religious groups
4405	Intra-religious	Violence triggered by disputes over interpretation within a religion (e.g. between sects)

4406	Between migrants/refugees and locals	Violence triggered by issues pertaining to migration/diaspora/refugees
4407	Between migrants/refugees and locals and certain ethnicity	Violence triggered by issues pertaining to migration/diaspora/refugees as well as ethnicity/tribalism
4408	Geographical	Violence triggered by long-standing enmity between residents of particular villages/neighborhoods
4409	Gender	Violence triggered by gender related issues (including LGBT)
4410	Supporters of sports clubs	Violence triggered by issues between supporters of different sports clubs/teams
4411	School/university identity	Violence triggered by issues between students of different schools/faculties/universities (e.g. mob fights between schools)
88885	Popular Justice	Violence perpetrated to respond to/punish actual or perceived wrong (group violence only)
5502	Other issue	Violence perpetrated to retaliate over other issues
5503	Retaliation over insult	Violence perpetrated to respond to/punish insults/embarrassment/loss of face
5504	Retaliation over accident	Violence perpetrated to respond to/punish traffic accidents
5505	Retaliation over debt	Violence perpetrated to resolve/punish debt disputes
5506	Retaliation over theft	Violence perpetrated to recover /punish theft/fraud or other financial damage
5507	Retaliation over vandalism	Violence perpetrated to respond to/punish vandalism
5508	Retaliation over sexual indiscretion	Violence perpetrated to respond to/punish sexual indiscretion for example fornication/adultery/affairs
5509	Retaliation over assault	Violence perpetrated to respond to/punish a previous murder/assault/beating/rape
5510	Attack on places of vice	Violence perpetrated to stop gambling/drinking/narcotics/prostitution
5511	Retaliation for sorcery	Violence perpetrated to respond to/punish sorcery/black magic
88880	Other Conflicts	Violence triggered by other issues
1	Unclear	Trigger of violence is not clear
2	Other types of violence	Violence triggered by issues other than those listed in the coding key
Violence in Law Enforcement		
88886	Violence during law-enforcement	Violent action taken by members of formal security forces to perform law-enforcement functions (includes use of violence mandated by law as well as violence that exceeds mandate for example torture or extrajudicial-shooting).

6603	Violence during law-enforcement	Violent action taken by members of formal security forces to perform law-enforcement functions (includes use of violence mandated by law as well as violence that exceeds mandate for example torture or extrajudicial-shooting).
Violent Crime		
88887	Violent Crime	Criminal violence not triggered by prior dispute or directed towards specific targets.
7703	Violent Crime	Criminal violence not triggered by prior dispute or directed towards specific targets.
Domestic Violence		
88888	Domestic Violence	Physical violence perpetrated by family member(s) against other family member(s) living under one roof/same house including against domestic workers and violence between cohabitating couples.
8803	Domestic Violence	Domestic Violence: violence perpetrated by family member against another family member living under one roof/same house, including against domestic workers and violence between cohabitating couples.

FORMS OF VIOLENCE

Code in Raw Data	Forms of Violence	Remarks
3	Demonstration	Demonstration where violence is perpetrated (peaceful demonstrations are not included)
4	Blockade	Blocking certain roads/routes to prevent people from passing through
5	Riot	One-way violence where a group of people (more than 15 or referred to as 'group/masses') moving through several locations to attack people and/or destroy property
6	Group Clash	Two-way violence between large groups (more than 10 people or referred to as 'group/masses')

7	Fight	Two-way violence between small groups or individual(s) (smaller in scale than a group clash)
8	Lynching	One-way violence where many people (referred to as 'group/masses') gather suddenly to attack an individual or a small group
9	Terror attack	Terrorist style attack, such as bombing or grenade attack
10	Vandalism	Violence is committed mainly to target property
11	Assault	One-way physical attack by individual(s) or small groups against other individual(s), e.g., beating/chasing/killing/molestation/rape
2	Sweeping	Forced entry in order to search for certain individuals/groups
13	Kidnapping	Deprivation of liberty
14	Robbery	Robbery (where perpetrator subjects the victim to intimidation and or physical violence)
1	Unclear	The form of violence is unclear
2	Other	Other forms

LIST OF ACTORS

Code in Raw Data	Actors	Remarks
3	Militia	Affiliated is with militias or other armed groups (including gangs)
4	<i>Warga</i>	Residents of a particular area with no specific institutional or organizational affiliation
5	Government	Affiliated with the government (institution or individual) with the exception of security forces and electoral bodies
6	Electoral Body	Affiliated with electoral bodies at the national or local level local
7	Foreign NGO	Affiliated with foreign humanitarian organizations/international NGOs
8	Indonesian NGO	Affiliated with local humanitarian organizations/local NGOs
9	Private Sector	Affiliated with private companies, contractors, shops, private school teacher, etc.

10	Political Party	Affiliated with political parties as supporter, member, candidate or leader
11	Religion	Affiliated with particular religious groups including religious mass organizations
12	Labor groups	Affiliated with labor unions/worker groups (formal as well as informal)
13	Mass Organization (Secular)	Affiliated with mass organizations (other than religious or labor/worker unions)
14	TNI	Members of the Indonesian Armed Forces
15	Police	Members of the police force both at the national as well as local levels (excluding Brimob)
16	Brimob	Members of Brimob (Police paramilitary brigade)
17	Separatist Groups	Affiliated with separatist groups seeking to secede from Indonesia
18	Students	Students (affiliated with schools or universities)
19	Security Forces (unspecified)	Members of formal security forces but types not specified
1	Unclear	Unclear or unknown actor affiliation
2	Other	Other affiliations

LIST OF INTERVENERS

Code in the raw data	Intervening Parties	Remarks
3	Civilian	Efforts to stop the violence were made by civilian figures/members of the public
4	TNI	Efforts to stop the violence were made by members of the Indonesian Armed Forces (TNI)
5	Police	Efforts to stop the violence were made by members of the police (national or local level but excluding Brimob)
6	Brimob	Effort to stop the violence was made by members of the Brimob (Police paramilitary brigade)
7	Security Forces (unspecified)	Efforts to stop violence were made by members of formal security forces but type not specified
0	None	No efforts to stop violence
1	Unclear	Efforts to stop violence were made but unclear by whom

2	Others	Efforts to stop the violence were made by others
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LIST OF INTERVENTION OUTCOME

Code in Raw Data	Intervention Outcome	Remarks
3	Unsuccessful: did not arrive	Contacted but did not arrive
4	Unsuccessful: late	Contacted but arrived late
5	Unsuccessful: no action	Contacted and arrived but did not intervene
6	Unsuccessful: but intervention attempted	Arrived, tried to intervene, but was unsuccessful
7	Successful: but no arrest	Arrived, managed to intervene to stop the violence, but did not make any arrests
8	Successful: and arrested the perpetrator	Arrived, managed to intervene to stop the violence, and arrested perpetrators of violence
9	Successful: and secured victims	Arrived, managed to intervene to stop the violence and took the victims in custody
10	Unsuccessful: violence escalated	Arrived and intervened but violence escalated further
0	None	No effort to stop the violence
1	Unclear	Efforts were made to stop violence but outcome is unclear
2	Others	Efforts were made to stop violence but the outcome was other

LIST OF WEAPONS

Code in Raw Data	Weapons	Remarks
3	Blunt weapon	Sticks/stones/other blunt objects. Example: bottle, wooden bar, iron bar, chair, crowbar or screwdriver used to hit, etc.
4	Sharp weapon	Knife/lance/other sharp weapons. Example: broken bottle used to stab, screwdriver used to stab, etc.
5	Manufactured firearm	Manufactured firearm
6	Explosive	Molotov/grenade/bomb
7	Homemade firearm	Homemade firearm
8	Fire	Fire used to burn
0	None	No weapons used
1	Unclear	Unclear type of weapon used
2	Other	Other weapons used

PRINCIPLES TO ESTIMATE IMPACT

Usually, the physical impacts are specified clearly in news reporting violent incidents. However, sometimes there are differences between newspapers or lack of clarity in such news. If several sources report a certain magnitude of impact and other sources report a different number, then the following principles shall be used:

1. If one of the sources is the most recent source, then the impact reported by the most recent source shall be recorded;
2. If all sources were published on the same date, then the impact reported by national newspapers shall be recorded;

3. If all sources were published on the same date and the incident was not reported by a national source, then the impact reported the most by the local newspapers shall be recorded;
4. If an incident is a rather large event (riot/clash/bomb terror) and there are differences in the impact reported by various newspapers, then the impact shall be crosschecked with non-media sources dan verified in the field;
5. If no information is obtained from non-media sources or field verification reports, then the lowest impact reported by newspapers shall be recorded in the interim;
6. If there is more recent information as to the impact of an incident, then the impact from the more recent information shall be recorded.

Principles to Estimate the Number of Actors

Word mentioned in the article to describe number of actors	Number filled in the <i>Number of Actors</i> field
Several	2
Teens	11
Tens	20
Hundreds	100
Thousands	1000
Or specified range, for example 15-20	The LOWEST number

EXAMPLE OF QUALITY CONTROL FORM 1

JK1 EQUATOR 2012 - Microsoft Excel

Home Insert Page Layout Formulas Data Review View

Cut Copy Paste Format Painter Clipboard Font Alignment Number Conditional Formatting Styles Insert Delete Format AutoSum Fill Clear Sort & Find & Filter Select

K23

Form JK1: List Berita Terpilih dan QC List

Pengecekan Surat Kabar Lengkap

1. Nama Staff Pemilihan Artikel :FH

2. Nama QC Officer : EP

3. Nama Surat Kabar :EQUATOR

4. Propinsi :KALBAR

No	5. Tanggal Terbit Artikel	6. Judul Artikel Terpilih	7. Hal	8. QC: Kesesuaian Definisi	9. QC: Pengecekan Informasi Artikel Terpilih			10. Keterangan	11. QC: Judul Artikel Terlambat	12. Jumlah Artikel Yang Terlambat	13. Tanggal pengerjaan staff	14. Tanggal pengerjaan qc	15. Perbaikan
					Check Artikel Tersimpn	Chck Nama Surat Kabar	Chck Tgl Artikel						
1	03/01/2012	kupon palsu membawa maut...	1,6	√	√	√	√			0	15-3-2012	20-3-2012	
2		tepis isu menyesatkan	1,6	√	√	√	√						
3		setubuhi anak kandung di depan...	9	√	√	√	√						
4		taqi tewas dianiaya...	9,15	√	√	√	√						
5	03/02/2012	ak: dia nantang saya	9,15	√	√	√	√						
6		tahun cobaan bagi keluarga...	9,15	√	√	√	√						
7		pembunuh warga afganistan...	9,15	√	√	√	√						
8	03/03/2012	tertekan, pencari suaka afganistan...	1,7	√	√	√	√						
9		empat pegawai rudenim...	1,7	√	√	√	√						
10	03/04/2012	10 petugas imigrasi tersangka...	1,7	√	√	√	√						
11		unhcr pantau penanganan...	1,7	√	√	√	√						
12	03/05/2012	dihajar...	9,15	√	√	√	√	x					
13	03/06/2012	naha fidi berlabang	1,6	√	√	√	√						

MARET

Ready 84%

EXAMPLE OF QUALITY CONTROL FORM 2

Form JK3: Laporan Kendali Mutu Template Collection									
1. Nama Staff Template Collection : FH									
2. Nama QC Officer : EP									
3. Provinsi : NAD									
4. Surat Kabar : HARIAN ACEH, RAKYAT ACEH, SERAMBI INDONESIA, WASPADA, PROHABA									
5. Bulan dan Tahun Bundel Template : MARET 2012 (SAMPLIN 10%)									
Beri angka :	1	2	3	4	5	6	7	8	
No Template	6. Check Lokasi Kejadian	7. Check Tanggal Kejadian	8. check Inisial	9. Check Jumlah Insiden	10. Check Catatan Penggabungan	11. Cek Penggabungan Artikel	12. keterangan	13. tanggal pengerjaan staff	14. tanggal pengerjaan qc
1	0	0	0	0	0	0		16 MARET 2012	19 MARET 2012
21	0	0	0	0	0	0			
22	0	0	0	0	0	0		20-3-2012	22-3-2012
23	0	0	0	0	0	0			
24	0	0	0	0	0	0			
29	0	0	0	0	0	0		20-3-2012	27-3-2012
30	0	0	0	0	0	0			
38	0	0	0	0	0	1	artikel tergabung salah		
39	0	0	0	0	0	0			
44	0	0	0	0	0	0		24-3-2012	27-3-2012
45	0	0	0	0	0	0			
46	0	0	0	0	0	0			
63	1	0	0	0	0	0	kota (non kota madya) : meulaboh	30-3-2012	2-4-2012
103	0	0	0	0	0	0		04/03/2012	9-4-2012
104	0	0	0	0	0	0			
105	0	0	0	0	0	0			
144	0	0	0	0	0	0		04/11/2012	13-4-2012
	1	0	0	0	0	1			

EXAMPLE OF QUALITY CONTROL FORM 3

Instansi/Orang	No Kejadian	Conflic Incide	Pura Crim	Type Lem E.1	Type Lem E.2	con. form	con. form	Nil. total	Nil. total	wepap. 1	wepap. 2	wepap. 3	wepap. 4	wepap. 5	wepap. 6	Keterangan	
M. Nurdin (Kamran)	328051	8	7	503	0	14	0	26	1	0	0	0	0	0	0	11/3/09 terdapat 3 orang. Terjadi bentrokan antara supplier perahu dengan kabo. Akibatnya mereka 3 mobil rusak.	selesai diperbaiki
Fitria Sufita	318373	8	7	1	0	6	0	23	4	3	0	0	0	0	0	2/2/08 Luwiltana. Bentrokan terjadi antara pemotong dengan pemotong saat acara konser musik. Akibatnya seorang pria dan puluhan orang mengalami luka bakar dan luka berat akibat semprotan batu dan senjatanya tajam. Merusak juga. Sejumlah rumah rusak rusak. Polisi harus mengeluarkan mobil polisi dari lokasi bentrokan. Ribuan pemotong konser saling tempur batu dan botol diakhir timur gora. Akibatnya 3 orang tewas dan ratusan 8 luka-luka akibat ditembak saling dorong-mendorong yang menyebabkan berantakan.	
Dedy Mardiana Julita	32418	8	7	503	0	6	0	3	9	3	1	0	0	0	0	18 Februari 2009 7 (tujuh) orang dari penampungannya mereka mengaku dimintai selamta beranda di penampungannya oleh penentor (tujuh) orang di penampungannya. Selain itu, terdapat 10 orang yang mengalami luka bakar.	
Wenny	33A133	7	8						7	0	0	0	0	0	0	18 Februari 2009 7 (tujuh) orang dari penampungannya mereka mengaku dimintai selamta beranda di penampungannya oleh penentor (tujuh) orang di penampungannya. Selain itu, terdapat 10 orang yang mengalami luka bakar.	
Eko Prasetyo Bahman	36680	8	7	503	0	6	0	11	4	0	0	0	0	0	0	22/07/07 Gara-gara masalah cowok, akhirnya puluhan pemuda dari desa raya sedang bentrok dengan sejumlah pemuda dari desa kayu bongkok di sayu bongkok sepagat. Akibatnya 13 orang pemuda mengalami luka bakar dan serius. Beruntung polisi cepat datang dan berhasil memisahkan bentrokan itu.	
Putri Mertani	32A522	8	7	106	0	6	0	11	3	0	0	0	0	0	0	15 Mei 2009 mantan pembanting bangunan Hirona rakusau datang dengan clamping lain bentrok dengan satpol pp di jalan raya clamping togor terjadi aksi saling bentrok batu dan kayu yang menyebabkan 11 pedagang luka-luka aksi berakir setelah polisi datang dan menanggapi sejumlah perahu berantakan.	
Fitria Handayani	31F657	8	7	603	0	11	0	1	5	7	0	0	0	0	0	10.7.2006. smpk (smpk motor) dimusnahkan oleh polisi di Desa wawahang, kec. Clamping, togor karena mencoba kabur ketika ditangkap. Saat itu ada sekitar 50 orang yang menyaksikan. Akibatnya 5 orang mengalami luka bakar dan 10 orang mengalami luka bakar. Akibatnya 5 orang mengalami luka bakar dan 10 orang mengalami luka bakar.	
Fitria Handayani	32A332	8	7	503	0	11	0	6	10	0	0	0	0	0	0	10/7/2009 terdapat 5 (lima) orang yang mengalami bentrokan dan bentrok. Akibatnya 5 orang mengalami luka bakar dan 10 orang mengalami luka bakar. Akibatnya 5 orang mengalami luka bakar dan 10 orang mengalami luka bakar.	

EXAMPLE OF QUALITY CONTROL FORM 4

Reliabilitas antar Koder											
1. Nama Petugas QC:											
2. Tanggal:											
INISIAL KODER	3. ID Insiden	4. Lokasi/Tahun/ Bulan	5. Inisial Koder	6. Definisi Insiden	7. Aktor	8. Dampak	9. Intervensi	10. Tipe konflik dan bentuk konflik	11. Lainnya	12. Catatan	