

Uchaguzi Categories

If you are handling incoming SMS messages during this deployment, please also see [Uchaguzi - Trusted Election Monitor Cards](#)

Why is categorization so important and how to do it?

Categorization of incoming crisis related information is one of the ways (besides geo-tagging and translation) to give meaning to unstructured data coming from the people and make such information "actionable." It is very important to have common understanding of what these categories mean and how to use them.

1. Select one or more appropriate categories, however, try to keep the number of assigned categories to one report to a minimum.
2. If you cannot find an appropriate subcategory, select "Other." Will we be auditing these categories later.
3. If you repeatedly process messages that do not fit any of the categories and subcategories, please let one of the co-leads know in the Skype channel and we'll have the appropriate people decide how to proceed.

This list of categories was designed with the need to effectively fulfill two different requirements:

1. To give the people who are submitting reports (as well as to volunteers who are processing the reports) an easy to understand terminology that will enable quick categorization of incoming data even without specific knowledge and expertise in the field of election monitoring.
2. To provide categorization that reflects the needs and systems of responders in order to provide them with data that can be useful for their operations.

Please remember that when selecting a category that the need you that you are highlighting should be explicitly stated in the report or clearly deducible from the information provided.

- Please try to minimize assumptions in choosing which categories to assign to a report
- Please choose as few categories as possible.

Finally, this list of categories is not set in stone. They reflect evolving situation on the ground and will be edited/modified accordingly whenever it is necessary. If you have any suggestions, please contact Daudi Were at daudi@ushahidi.com.

Categories (related to content)

Category	Sub-Category	Description
Counting and Results	Failure to announce results by IEBC official	
	Irregularities with transportation of ballot boxes	No Transport to Deliver Ballot Boxes/Ballot Boxes not Transported to Tallying Centre
	Ballot Boxes Destroyed After Announcing Final Results	
	Protest over declared results	Violence, demonstration
	Counting Irregularities	<ul style="list-style-type: none">• Ballot Papers not Being Counted in a Transparent Manner• Observers or Party Agents not Allowed In The Hall During Vote Counting• Spoilt Ballot Papers not Properly Preserved For Review• Intimidation of Counting Officials & Observers• Error or Omission In Computing or Completing Tally Sheets• Unusually Many Rejected/Spoilt Ballot Papers• Officials Tallying Wrong/Tampered Results• Officials not Reporting Results At Prescribed Time

	Party Agent Irregularities	<ul style="list-style-type: none"> • Party agents fail to Agree On Disputed Ballot Papers • Agents Failure to Sign Final Results From Ballot • Agents Decline to Sign Tally Sheet & Decline to Give Reason
	Provisional Citizen Results	
Polling Station Administration	Polling station logistical issues	<ul style="list-style-type: none"> • Polling Station Access Blocked • Polling Station not Opened/Closed On Time / not Numbered Properly • Design of Polling Station Compromising Secrecy of Ballot • Polling Station not Adequately Lit
	Polling Station Closed Before Voting concluded	<ul style="list-style-type: none"> • Due to Violence • Due to darkness • Due to lack of material
	Missing/Inadequate Voting Materials	Reports of absent or fewer-than-needed ballot boxes, ballots, stations, volunteers, etc.
	Ballot Box Irregularities	<ul style="list-style-type: none"> • Ballot Boxes not Sealed at Start of Voting Process • Sealed Ballot Box Tampered With • Non-Voting Materials Placed In Ballot Box
	Campaign material in polling station	Any materials (flyers, banners, buttons, clothing, etc.) pertaining to the promotion of a certain candidate or party.
	BVR issues	Technical of staffing issues around the Biometric Voter Registration (BVR) kits.
Positive Events	Civilian Peace Efforts	Citizen led initiatives to promote peace
	Everything Fine	In previous election deployments we have received many reports from people telling us that things are going smoothly.
	Police Peace Efforts	The police sometimes have community outreach events to promote peace and security during the polls.
Security Issues		In discussing security issues, please describe as accurately as possible who was attacked, the physical location of the attack, and where known, the attackers. For an issue to be classified as a security issue, it must involve threats or acts that would damage property or persons.
	Abductions/kidnapping	Including hostage taking.
	Bombings	Including vehicle attacks.
	Violent Attacks	Attacks without weapons (e.g., brawls), knives, or few small arms (e.g., one or two handguns) -- if you can, please differentiate between violent attacks and armed clashes. Armed clashes are more serious.

	Armed Clashes	Attacks with multiple firearms, automatic weapons, or heavy weaponry (mortars, shelling, etc.)
	Riots	Civil or political unrest explicitly characterized as riots, as well as behavior presented as tumultuous or mob-like. Includes looting, prison uprisings, crowds setting things on fire, general fighting with police (typically by protestors), lynch mob assemblies, ransacking, football riots, and stampedes.
	Vandalism and Physical Attacks on Property	
	Sexual and Gender Based Violence	Rape and other sexual assaults
	Demonstrations	Including rallies and marches
	Eviction/Population displacement	
	Dangerous Speech	Threat of Violence
	Rumors	Presence of a credible perceived threat: unverified reports of violence, corruption, intimidation, looting, etc. Something not personally witnessed, but widespread knowledge or notable 'hearsay.' Please specify source and context.
	Mobilisation towards violence	Where concrete step have been taken and violence appears imminent. (If violence has already started, do *not* use this category.
	Ambush	
	Presence of weapons	
	Purchase of weapons	
Voting Issues	Voter registration irregularities	<ul style="list-style-type: none"> • Register of voters missing • Voters Names Missing From registry
	Voters Issued Invalid Ballot Papers	
	Voter Integrity Irregularities	<ul style="list-style-type: none"> • Importation of voters • Voter Impersonation • Voter Intimidation • Bribing of Voters • Voters Voting More Than Once • Voter Identification Kit not Working
	Voter Assistance irregularities	<ul style="list-style-type: none"> • Issues with proper identification • Illiterate Voters not Assisted • Unusually Many Assisted Voters/Voter Assister not Taking Oath of Secrecy
	Voting Irregularities	<ul style="list-style-type: none"> • Eligible Voters Turned Away/ not allowed to Vote • Ineligible Voters Allowed to Vote
	Purchasing of Voters Cards	
Staffing Issues	Absence or insufficient number of IEBC Officials/Staff At Polling Station Opening	

	Absence or insufficient number of law enforcement officials at Polling Station	
	Observers/Media Blocked From Entering Polling Station	
	EBC Officials not Acting In Accordance to Set Rules	
Other		This is for reports that do not fit into any other category. Note: Please feel free to flag reports that do not fit into a category with your co-leads in case we would like to add one immediately. We will also be auditing 'Other' category reports to monitor where new categories should added throughout this project.

Categories (related to report status)

Category	Sub-Category	Description
GEOLOCATION		
	To be Geolocated	The report needs to be geolocated.
	Geolocated	The report has been geolocated.
	Impossible to Geolocate	There is no location information provided, or the content of the message references several (10+) locations over a wide area and cannot be pinpointed to one neighborhood, community, ward, etc.
TRANSLATION		
	To be Translated	The report needs to be translated.
	Translated	The report has been translated.
	No need to Translate	The report was submitted in English and does not need translation
URGENT		
	Urgent	This report requires immediate action.
	Not Urgent	This report does <u>not</u> require immediate action.
SMS-V		
	Verified	This report has <u>not</u> been verified by our trusted sources and/or official partners.
	Unverified	This report has been verified by our trusted sources and/or official partners.