

VICTIM PROTECTION  
AND PREVENTION

# *Guide for victims*

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Information for victims of crime  
relating to criminal proceedings



Federal Ministry  
of Justice





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# Preface

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The Federal Ministry of Justice often receives letters from people who have become victims of crime. Many of them describe what they have been through. Some were traumatised not only by the crime itself, but also by the police investigations and criminal proceedings that followed.

For far too long, German criminal proceedings law focused only on offenders. Victims were primarily evidence for solving the crime and no more than that. Fortunately, that is a thing of the past. Victim protection has

meanwhile become an integral part of our Code of Criminal Procedure.

Internationally, too, there has been a growing awareness that proceedings are often very stressful for victims and that it is important to ensure that there is more protection for victims throughout the EU. In 2012, the EU Victims' Rights Directive established minimum standards on the rights, support and protection of victims in criminal proceedings, which apply in all EU Member States.

In Germany, we have not only implemented the European requirements, but have gone far beyond them. Our provisions on psychosocial support services are a milestone for children and young people who have become victims of serious violent and sexual offences. They now have a legal right to free professional support services throughout the entire proceedings. But the court may also assign psychosocial support services to adults in certain cases.

Not only have we improved the laws – practices, too, have changed. The police and judiciary place the self-evident demand on themselves that anyone involved in criminal proceedings is treated fairly and respectfully, particularly the victims. Police stations have appointed victim commissioners, courts have provided separate waiting rooms to save victims meeting offenders, and meanwhile there are victim support organisations all over Germany.

For victims to make use of their rights, however, they have to know what those rights are. Our booklet provides information about the position and rights of injured persons in criminal proceedings. It answers many questions that are often addressed to our Ministry.

This guide for victims also explains how criminal proceedings are structured – from the first hearing by the police and the main court hearing to the situation after the judgment. Finally, crime victims also find information in this booklet on whom to contact if they need further help and support. Victim support organisations are committed to taking care of those affected and provide valuable assistance.

This guide is intended to provide guidance for victims during the criminal proceedings and help them to exercise their rights. Should you be in such a situation, I hope that this endeavour is successful, that you are guided through the proceedings in the best possible way and, as far as possible, that you are able to move on from what you have suffered.



**Dr. Marco Buschmann,**  
**Member of the German Bundestag**  
Federal Minister of Justice

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# *1 Introduction*

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The first contact many people ever have with the judicial authorities is when they become victims of a crime. Media coverage of some criminal proceedings gives the impression that, once a crime has been committed, the courts are only interested in the accused and that the victims are basically left alone to cope with their problems. But such an impression would not be correct. That is not the case. A great deal has already been done to enable crime victims to assert their rights actively and to obtain protection and assistance – by the legislator, by the courts and public prosecution offices in the way they organise proceedings, and as a result of the commitment of governmental and non-governmental support agencies.

This booklet aims to help victims of crime to cope better in the unfamiliar and difficult circumstances surrounding criminal proceedings, to assert their rights and to gain access to the different forms of assistance and support which are out there for them.

Many crime victims have found that playing an active role in the criminal proceedings has also helped them to accept the consequences of the crime

more easily. We encourage you to do the same. You can use the different sections of the booklet to get an idea of how criminal proceedings are conducted.

If you have specific questions (for example, concerning witness statements or compensation), you can also look in the index at the end of the booklet.

Of course, a booklet like this one can only give you a first insight into the vast number of rules contained in the Code of Criminal Procedure (*Strafprozeßordnung*, StPO), which, incidentally, uses the term “aggrieved persons” rather than “victims”. It also tells you about a number of differences in procedure which apply in juvenile proceedings, though the explanations have had to be kept very brief. So do not hesitate to ask if you need further information. There are public authorities, courts and counselling centres you can turn to. Annex II at the back of this booklet contains some useful *addresses* and *telephone numbers* you can contact if you need advice.

However, if you need advice on specific legal matters, you would be best advised to consult a lawyer.

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## 2 Reporting a crime and filing an application for criminal prosecution

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### *Reporting a crime*

*Where and how do you file an application for criminal prosecution?*

*What happens when an application for criminal prosecution is not filed or is withdrawn?*



### *Reporting a crime*

The first thing most victims of a crime do is go to the police and report it. The report may be made orally and not-ed in the police records. The prosecuting authorities are required to record all crimes reported to them.

Crimes may also be reported online via the police Internet Precincts.

Crimes may also be reported directly to the public prosecution office. If you do this, a written report is recommended. The sample documents in Annex I at the end of this booklet show you what a written crime report might look like.

From this point on, the public prosecution office – and not the person who reported the crime – is responsible for carrying out the investigations. A crime

report cannot be withdrawn. If you report a crime, you are considered to be a witness, not a claimant.

### *Applying for criminal prosecution*

That said, there are a number of usually “minor” offences in relation to which the legislator has given victims limited rights to (help) influence the course of the criminal investigations. In these cases, prosecution is only possible if the victim files an application for it (so-called offence prosecuted on application). An application for criminal prosecution is not just a factual report of what happened, but an explicit declaration that you wish the prosecution to take place. It must be made in writing.

In such cases, the police will usually ask you to sign a form to that effect when you report the crime. Examples of the types of offences prosecuted on application are trespass, bodily harm or insult.

### *Three-month deadline*

If you wish to file an application for criminal prosecution, you must do so within a three-month period. The period begins from the day when you heard about the offence and the offender for the first time. If you choose not to file an application, miss the deadline or withdraw the appli-

cation, the public prosecution office will no longer be able to continue the proceedings easily. An application that has been withdrawn cannot be resubmitted. There are only certain offences (including bodily harm) where public charges can be preferred against your will, but that can only happen if there is a *special public interest in prosecution*.

### *In exceptional cases, prosecution is possible even if no application has been filed*

The public prosecution office decides whether the proceedings will continue even without your application. It will decide to prosecute ex officio if, for example, the offence was committed in a particularly brutal and ruthless way or if the offender had already drawn attention to himself or herself for similar reasons on several occasions. If the public prosecution office does decide to continue proceedings even if you have not filed an application, you – the victim of the crime – are still an important witness, even though you might prefer to see the proceedings dropped.

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*3 Objective  
enquiries  
conducted  
by the public  
prosecution  
office and police*

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## *What are the rules according to which the public prosecution office and police act?*



### *The public prosecution office's obligation to investigate*

As soon as the police or public prosecution office have become aware of a suspected crime through a report, an application for criminal prosecution or by other means, the law requires them to look into the relevant facts. Their enquiries form part of the investigation proceedings and are led by the public prosecution office.

### *Specific initial suspicion*

Investigation proceedings may be launched only if there are "sufficient factual indications that an offence has been committed". In other words, the authorities cannot start making enquiries just because someone has a vague suspicion or hunch. Nor can they make enquiries if the conduct concerned is not punishable.

People can behave in a lot of different harmful or annoying ways – which may well be unlawful or immoral – but that doesn't automatically mean they are punishable under the criminal law. For example, if someone has breached

a contract concluded under civil law, that is not necessarily tantamount to them committing fraud. Hence, it is quite possible that, after examining an application for prosecution, the public prosecution office might decide not to launch an investigation at all.

### *Unbiased enquiries*

However, if there are sufficient factual indications that an offence has been committed, the public prosecutor is not only entitled but is in fact required to start investigations under the "principle of mandatory prosecution". The public prosecutor must investigate the factors that incriminate but also those that exonerate the suspect. So you cannot expect the public prosecutor only to take your side in the case as if he or she were your own private lawyer. Your statement as a witness has to be examined and assessed carefully as part of the investigation process. Nonetheless, you can expect to be treated fairly and that account will be taken of your special status as the victim of the crime.

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## *4 Help with communication*

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## What happens if I do not understand or have difficulty understanding German?



That does not matter. If you want to report a crime, you will receive assistance with communication at no cost to yourself. If you are questioned as a witness, an interpreter will be present. You are not required to meet the costs of interpretation either.

If you have reported a crime, you can apply for the confirmation of this report to be translated into a language you understand. If you are entitled to join the criminal prosecution as a private accessory prosecutor (see section 15), you can also apply for a translation of other documents in the files. However, this is only free of charge if these documents are important for you to exercise your procedural rights. That is the case, for example, if the proceedings have been discontinued because there is insufficient evidence. In such a case, you would also receive a translation of the termination order upon application.

If you, as a victim, apply to be informed of the place and time of the main hearing and you do not speak German, you can apply to receive this notification in a language you understand.



You can find this *GUIDE FOR VICTIMS* online under [www.bmj.de](http://www.bmj.de)



More information for victims of crimes in English is also available online at the victims' rights platform [www.hilfe-info.de](http://www.hilfe-info.de).

# 5 Termination of proceedings and your possibilities of complaint

*When can proceedings be terminated?  
What possibilities are there for making a complaint about this?*



At the end of the investigation proceedings, the public prosecutor decides either to commit the case for trial or to terminate proceedings.

## *Termination order*

If you have reported a crime and would like to know how the proceedings continue, you should make a statement to that effect when making the report. If the public prosecution office terminates

proceedings, it will then inform you of the reasons that led to the termination.

## *Termination for lack of evidence*

There are many reasons why proceedings may be terminated. These are some of the main ones:

Proceedings must always be terminated if it cannot be established that an offence was committed. Please remember that in criminal proceedings the legal concept

of “in dubio pro reo” (the defendant shall have the benefit of the doubt) applies.

### *Termination due to insignificance of guilt*

If the judicial authorities consider the offender’s guilt to be very slight, they may discontinue proceedings on the grounds of insignificance if there is no public interest in prosecution. That is the case, for example, if the offence concerned is subject to a minor punishment, has no serious consequences, and the offender was induced to commit the offence.

### *Termination subject to conditions and instructions*

Termination of proceedings may be made to depend on the payment of a sum of money to a non-profit-making institution or the Treasury, on making reparations for damage caused or on victim-offender mediation (further details are to be found in section 18).

### *Termination in order to accelerate proceedings*

Some offenders are accused of committing several offences. In such cases, the public prosecution office can choose to pursue offences that seem

best suited to being dealt with by the courts and refrain from prosecuting less serious offences, thereby accelerating proceedings.

### *Termination for lack of public interest*

Finally, the public prosecution office is sometimes asked to assess disputes where there is no public interest in prosecution. In such cases, it may refuse to prosecute due to the lack of public interest and inform the aggrieved person of his or her rights to initiate a private prosecution (for information on private prosecutions, see section 16).

### *Possibilities for complaint*

If you believe that the public prosecution office has overlooked certain facts or has weighted them incorrectly, you can lodge a written complaint against a termination ruling. In your complaint, explain as objectively as possible the substance of your disagreement. If you are aware of additional facts or evidence, you should be sure to mention these in specific terms in your complaint. You can submit your complaint personally or with the help of a lawyer. A sample letter is included in Annex I to this booklet.

### *First decision by the prosecutor general*

If the public prosecution office upholds its decision, the case is examined by the prosecutor general. You will always receive a written decision on your complaint.

### *Proceedings to compel public charges before the higher regional court*

#### ***You must have a lawyer and observe certain formalities***

If both the public prosecution office and the prosecutor general refuse to launch a prosecution, in some cases you might be able to refer the matter to the competent higher regional court (or appeal court) and seek to compel public charges. The prosecutor general will explicitly tell you if such proceedings are admissible in your case. If they are, you will have to observe deadlines and strict procedural formalities. Your application will have to be signed by a lawyer and you are required to bear the costs if you are unsuccessful.

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## 6 Police witnesses

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*Do I have to attend and make a statement?  
Am I allowed to take someone along as counsel  
to the hearing?*



### *Summons to a hearing*

As a rule, you will experience investigation and criminal proceedings in the role of witness. Usually, witnesses are questioned for the first time by the police. You are not required to comply with a **police** summons unless it was issued on behalf of the public prosecution office. Consider the following, however: as the aggrieved person, you have a particularly important role to play as a witness in the criminal proceedings. Even if you

did not see the offence actually being committed, you are likely to be the person in the best position to provide information about the damage caused by the offender. Your cooperation is therefore particularly important to the police and the public prosecutor as they carry out their investigations. And, if summoned by the public prosecutor, you would have no choice but to comply.

### *Legal counsel*

If you have become the victim of a crime and are also required to give evidence as a witness, this is certainly an exceptional situation for you that may be very stressful. Thus, you are allowed to take someone along with you to the hearing. That person could be a relative or friend. He or she is allowed to be present at the hearing and may only be excluded in exceptional cases. Someone who was himself or herself a witness, for example, should not be present when another witness in the same case is being examined. You may, of course, be accompanied by a lawyer. In special cases, you may even be provided with a lawyer at public expense for the duration of the hearing. If you believe that you require such assistance for a hearing, whether it is with the police, the public prosecution office or the court, ask the person conducting the hearing beforehand.

As well as this legal support, there is also the possibility of receiving professional support services at hearings in special cases (so-called psychosocial support services during proceedings). For more information, see section 8.

### *Bring documents!*

The witness's most important task is to provide complete and truthful testimony. It is of considerable help to the investigating authorities if you take to the hearing any documents you may have (inventories of damage, medical certificates, possibly even notes drafted from memory).

### *Testimonies against family members*

If you are or were married or are engaged to the accused, you are not required to testify. The same applies if you are closely related to him or her by blood or marriage. If the accused is a more distant relative, you should also indicate that this is the case. The person questioning you has an obligation to clarify whether or not you have a right to refuse to give evidence in such a case. If you still wish to testify but are afraid to do so because the offender comes from your family circle, you are advised to seek support from a counselling centre.

### *Provision of personal details*

At your hearing, you are required in principle to provide your personal details (including your name, marital status and place of residence). These will then be put on file. However, in case of a specific threat, it is possible to refrain from doing so in full or in part. For more details, see section 9.

### *You do not have to incriminate yourself*

#### *Information on your basic rights*

Finally, you do not have to reply to specific questions if answering them truthfully would incriminate either you or members of your family. Another thing that may be pointed out to you at a hearing is not to misconstrue information on your basic rights as a sign of mistrust. Its purpose is to protect you, which is why it is prescribed by law.

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## *7 Examination by an investigating judge with video recording*

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It is possible that you will be questioned by an investigating judge already before the main hearing. An audio-visual recording may be made of this hearing. If you became a victim of a sexual offence, such a recording must be made provided you agree to the recording and it serves to better protect your interests. The law also provides for aggrieved persons who are minors to be examined by an investigating judge and for these hearings to be recorded in cases where certain other serious criminal offences were committed against them. Such offences include, for example, attempted homicide, ill-treatment of individuals placed in the charge of another, human trafficking, forced prostitution and other serious offences involving deprivation of liberty.



The audio-visual recording can be played back at the main hearing and used as evidence. If the court decides in favour of this option, you do not need to make a further statement and are only required to attend the main hearing if there are any supplementary questions, for example if new aspects arise after this examination or new evidence emerges concerning which it was not yet possible to question you.



You may be accompanied to the hearing by the investigating judge by your legal counsel (see section 6) or other legal representation, or by court-appointed psychosocial support services (for more information, see section 8). You can also bring with you to the hearing support services you have appointed yourself or another person you trust unless the court sees the danger that you will not make an unbiased and duly correct and complete statement in the presence of this person.

The public prosecution office representative, the accused and his or her defence counsel, and, in the case of accused minors, their legal guardians and legal representatives also have the right to be present at a hearing by an investigating judge. If there is the danger that the presence of these persons in the same room will cause considerable detriment to your well-being, the investigating judge can instruct them to remain in a different room. A live video link will then be used to transmit the hearing to this other room.

## 8 Psychosocial support services during proceedings

Since 2017, professional assistance (so-called psychosocial support services during proceedings) has been available nationwide throughout criminal proceedings in certain cases. *In particular, children and young people* who have become the victims of violent or sexual offences have a right to such assistance. But adult victims of serious violent or sexual offences may also need and be given such assistance. If approved by the court, psychosocial support services during proceedings are provided for victims free of charge.

Psychosocial support services provide professional assistance during criminal proceedings that is guided by the victim's needs. For example, victims can be assisted during hearings in the investigation and main proceedings



(police, public prosecution office and court). In many courts, it is also possible to view the courtroom before the hearing together with the support services provider. The aim is to reduce anxiety and provide the victim with emotional support. Providers of psychosocial support services can also provide information about where the victim can receive further assistance. This might mean providing the contact details of a therapy centre.

It is **not** the service provider's job to give victims **legal advice**. If victims are provided with psychosocial support services on the basis of a court decision, they also have the right to legal counsel (a lawyer) free of charge, who provides legal advice.

**Important:** Psychosocial support services during proceedings are not intended to help you come to terms with the offence. Thus, psychosocial support service providers will not discuss the offence with you. Also, they do not have the right to refuse to testify. That means that they can be called to testify by the court.

You can find an article (also available in English) and an explanatory video on the subject (in German), in which a provider of psychosocial support services talks about her work, on [www.hilfe-info.de](http://www.hilfe-info.de) by entering the search term "Psychosoziale Prozessbegleitung". You can also find further information on our website at [www.bmj.de/OpferschutzUndGewaltpraevention](http://www.bmj.de/OpferschutzUndGewaltpraevention) under the header "Psychosoziale Prozessbegleitung".

# 9 What should you do if you are afraid?

*Victim assistance and witness support*  
*What should you do if threatened?*  
*Measures to avert danger*  
*Do I have to give my address?*



Many people suffer from anxiety after falling victim to a crime. That's why you should feel free to talk about it. There are lots of ways of helping you, but they can only be used effectively if you raise the subject with the police or staff in the courts.

## *Victim assistance and witness support*

### *Help – even after the trial*

Many cities now have victim support organisations and witness support units. The staff at these facilities are contact persons who have a great deal of experience with people in your

situation, who want to listen to you and help you. You can talk to them or to psychosocial support service providers (for more information, see section 8) about your concerns and learn more about how court proceedings are conducted. Witness counsellors can also accompany you to the hearing, make it easier for you to contact the court and continue providing you with support after the proceedings are over. Depending on the seriousness of the case, the staff of the victim assistance organisations can also put you in touch with contacts that can provide further assistance, e. g. psychological or therapeutic assistance.

Further information on support and victim support organisations in your area can be obtained from the contact addresses listed in Annex II to this booklet. Otherwise, further assistance can be obtained from any police station or by searching the counselling centre finder at [www.hilfe-info.de](http://www.hilfe-info.de).

### *What should you do if threatened?*

**Important:** If you have been subject to threats, as well as contacting witness support agencies, be sure to inform the police, public prosecution office or the court so that the necessary steps can be taken.

### *Measures to prevent danger*

The police will consider various measures that could help you if you are threatened. In cases of domestic violence, for example, it may be possible to issue the violent person with a restraining order. Particularly in stalking cases, speaking to the potential attacker may be helpful. This is a means of de-escalation used by the police to communicate clear limits towards threatening individuals and, ideally, to make them stop their threatening behaviour.

Talk to the police and ask what measures they consider to be possible and appropriate in your case.

### *Confidentiality of your address*

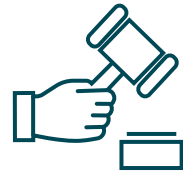
Generally, witnesses have an obligation to state their address. However, if there is reason to fear that stating your address could put you or anyone else (e. g. a relative) at risk, that information can be kept confidential. If possible, remember to mention this as soon as you report the crime. In this type of case, the law allows you to use another address – not your home one – where you can reliably be contacted. This could be your office, for example, the address of your lawyer's office or the address of a victim support organisation. In particularly serious cases, the police can also help you set up a letter-box address. Your place of residence will then not be mentioned in the files. The public prosecution office will provide you with support if you wish to have a disclosure ban entered in the population register.

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# 10 Summons from the public prosecution office and the court

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*Is it possible to postpone an appointment?  
What happens if you do not excuse yourself  
for not attending?*



## *Binding summons from the public prosecution office and the court*

If you receive a summons from the **public prosecution office** or to **appear in court** or at a hearing by the investigating judge, **you must appear at the time and date indicated**. You must do so even if you think you are unable to contribute anything important to the proceedings or if you have already testified.

### *Please be on time!*

You should allow enough time to get to the court plus time in case you are unable to find the courtroom

immediately. The courts' work schedules are frequently very full. Proceedings can also over- run. If, on top of all that, a witness is late, this can have a knock-on effect and lead to annoying delays for everyone else, too.

### *Be prepared for a wait!*

For this reason, you should also be prepared to have to wait. Please note that once you have arrived, you are only allowed to leave again if given permission to do so by the court. Thus, it's a good idea to bring something to read or help pass the time while you are waiting. Ask if there is a witnesses' room.

*Do not be absent unless you've been excused!*

### *Holidays and illness*

You can only be excused from appearing at the court on pressing grounds.

Normally that means if you are seriously ill. Medical evidence of incapacity for work ("yellow slip" in Germany) is not in itself a sufficient excuse. Professional or private commitments are not normally considered pressing grounds either. A case-by-case approach is taken to deciding whether holidays count.

Where possible, efforts will be made to accommodate your wishes.

*Tell the court immediately if you have trouble attending!*

If you think there is no possibility of you attending on the date shown, **please call** the court or public prosecution office and let them know. The number is printed on the summons. To ensure your call is matched with the correct case, make sure you also give the correct file reference. This is also shown on the summons. Please consider that many other people are also involved in the hearing - judge(s), possibly lay judges, lawyers, the public prosecutor, defendant, interpreter and other witnesses - and that if the date changes, they will also have to reorganise their diaries.

That's why it's important for you to request a change of hearing date **as soon as possible**.

You can only stay away from court with a clear conscience if you've received specific confirmation that you do not need to appear. If you do not attend court without being excused, the police can take steps to make you to go to court next time!

### *Resulting costs*

#### *Administrative custody*

Apart from that, failing to appear in court can be an expensive business. An absent witness is expected to shoulder the cost of the cancelled hearing (travel costs, lawyers' fees, other witnesses' lost earnings). In addition, the imposition of a fine is prescribed by law. That may be up to 1,000 euro. If the fine is not paid, the court can even order your imprisonment.

As the consequences of an unjustified absence are so serious, they are specifically listed in all summons issued by the public prosecution office and the courts.

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# 11 Your testimony in court

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- How is the courtroom laid out?*
- Who is allowed to be present at the hearing?*
- Do I have to make a statement?*
- Who is allowed to ask questions?*
- Who protects the interests of witnesses?*
- Will I be sworn in?*
- What are the consequences of swearing an oath?*
- Is any compensation paid?*



## *Court hearing*

***All participants to the proceedings are present.*** The questioning of witnesses in court is usually a more formal business than questioning by the police or the public prosecution office. Whereas in the latter cases, the only people usually in attendance are the questioning officer, yourself and possibly someone

accompanying you, an oral hearing in a criminal court is normally held in the presence of all participants to the proceedings, i. e. the defendant, the court, the public prosecutor, possibly a member of defence counsel and sometimes also experts or interpreters. You may of course also ask the court for permission for assisting counsel to be with you as you give testimony. Your



lawyer or your appointed psychosocial support service provider is allowed to be present at hearings before the court (and also hearings of the public prosecution office) in any case.

### *The majority of trials are public*

Criminal proceedings are generally public affairs and anyone interested can watch from the public gallery. (Exception: hearings before juvenile courts are not public when all the defendants are juveniles). You are not usually allowed to listen to the proceedings before you give testimony as the idea is that you should as far as possible give your own account of what you can remember. This is why, if you're summoned to appear as a witness, you will be asked to wait outside the courtroom until you are called in. Exceptions to this principle are made if you are taking part in the proceedings as a private accessory prosecutor or have the right to join a private accessory prosecution (see section 15).

### *The judge informs you of your basic rights*

#### *Duty to tell the truth*

The judge begins your hearing by informing you of your rights and obligations. First of all, you will be informed of your unconditional duty to tell the truth. You can be punished for giving false testimony before the court. The same applies if you provide false information as to your identity

#### *Examination as to identity and personal particulars*

#### *Information on the right of refusal to give evidence*

The judge will start by asking you to confirm your personal details: your name, age, profession, address (possibly with restrictions – see section 12) and your relationship with the defendant. The court will then decide if you have the right to refuse to give evidence. If you have the right to refuse to give evidence and you decide either not to give evidence or not to answer specific questions, you are within your rights to do so and it will not be held against you by anyone.

### *You can be punished for giving false testimony*

If you do give testimony, however, you must adhere strictly to the truth. If you give false testimony, you will be equally liable to punishment as any other witness who lies in court. Under the law, anyone giving false testimony while not under oath can be sent to prison for between three months and five years even if the witness concerned was only trying to protect themselves or a relative.

### *Examination on the charge*

Once your identity has been confirmed, you will be examined on the charge. The judge will start by asking you to tell the court what you can still remember in connection with the case. You must then repeat everything you can remember about the case so that the court can form its own impression of your testimony. You must not deliberately leave out or add anything to your testimony. If there's anything you're no longer sure of – especially if much time has passed – then you should not worry about saying so.

The court will also draw your attention to your right not to answer specific questions if answering them truthfully would incriminate either you or members of your family.

### *Right of participants to ask questions*

You will then be asked additional questions. Passages may be read to you from the files, particularly from earlier statements, to refresh your memory or to clarify contradictions. Questioning is started by the presiding judge followed by other members of the court. Next is the turn of the public prosecutor to ask questions, followed finally by the defence.

### *The defendant may also ask questions*

The defendant may also ask you questions. You may find this disagreeable, particularly if someone in court tries to “turn the heat up” or to make you contradict yourself. But you should try and accept the need for critical cross-examination and not allow yourself to be upset by it. The court and other case participants are attempting to determine how good your memory of events is; their aim is not to try and incriminate you.

### *Court's duty of protection*

Of course, you do not have to put up with being insulted. Nor do you have to answer the same question again and again. If you find the experience too troubling or if you are in doubt as to whether you have to accept the way statements or questions are being worded, do not hesitate to ask the judge. Feel free also to ask for a break if you need one. The court is also there to protect you.

### *An oath is sworn only in exceptional cases*

All in all, proceedings before German courts are quite different from those you might have seen in American television films. There is no witness box and no decision about whether or not you should take an oath until the end. Generally speaking, as the victim of the offence being tried, you will not have to take an oath.

### *Perjury*

#### *Negligent false oath*

If – exceptionally – you do swear an oath, there are two important things to remember: the penalty for perjury is much more severe than for giving false testimony while not under oath. And

if you've sworn an oath, even unintentional false testimony is punishable as negligence.

### *You can correct your statement*

For this reason, the court will ask once again before you swear the oath whether there is anything you would like to correct or add. If you do so before taking the oath, there is nothing for you to fear.

### *Loss of income and travel expenses*

A word on costs: all witnesses summoned by the court and the public prosecution office are entitled to compensation. They also receive reimbursement for necessary and actual travel costs and expenses. Please read the corresponding information sent by the court or public prosecution office with your summons. If you still have any questions, you can obtain information from the court or public prosecution office by telephone or in person, ideally from a member of staff who is responsible for calculating the compensation for witnesses.

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*12 Measures  
to protect  
witnesses  
and aggrieved  
persons*

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*Do I have to state my place of residence at the court hearing?*

*Can the public be excluded?*

*Is it compulsory for defendants to attend?*

*When is a video conference possible?*



### *Confidentiality of your address during the main hearing*

As a rule, you will be asked for your address at the court hearing. If there is cause for concern that by providing your address, you or another person (for example a member of your family) could be put in danger, the judge presiding over the hearing may allow you to refrain from giving your address when confirming your identity.

### *Public excluded from the court*

Main hearings are usually open to the public. However, if particularly onerous details relating to your private life have to be addressed, the court may or must exceptionally decide to exclude the public from the hearing in order to protect your privacy. This would, for instance, be possible for matters concerning the sexuality or intimate details of a witness's family life. When witnesses who are minors are heard in proceedings for certain

serious crimes, the public are also to be excluded upon their request. The public can also be excluded if there is a need to raise an important matter subject to business, trade, invention or tax secrecy, discussion of which would damage overriding interests meriting protection. Finally, the public may be excluded if any individual's life, limb or freedom is at risk. You can apply for the public to be excluded from the main hearing. These decisions are taken by the court, which is therefore reliant on receiving complete information from you in good time.

### *Witnesses questioned in the absence of the defendant*

Where the risk or burden on the witness is particularly great, the defendant can – exceptionally – be removed from the courtroom while the witness is examined. But that can't happen just because the witness might prefer to avoid coming into contact with the defendant. This is something witnesses need to understand.

It is particularly important for defendants to hear witnesses' evidence against them in person if they are to defend themselves properly. For this reason, the court has to be fair in weighing the interests of the witness against the rights of the defendant. It should, however, be noted that witnesses' interests will always take precedence if there is a real risk to their health – for example because they are being put under exceptionally great mental strain

### *No secret trials*

You must be clear about one thing, however: there is no possibility of keeping your testimony a secret from the defendant. There are no “secret trials” in the Federal Republic of Germany. Hence, the judge has to tell the defendant what evidence was given and what action was taken while he or she was out of the courtroom.

### *Video conferences*

In particularly serious cases, where there is a real risk to the physical or mental well-being of witnesses, the law states that they can give their testimony by video conference. Here, the legislator was primarily thinking of children, who can be intimidated so much by being questioned in court that they can suffer physically or mentally. The same can happen to adult witnesses, too, particularly if they have been victims of serious violence. Video conferences are always very carefully prepared by the courts, public prosecution office and the lawyers in the case. So if you have received a “normal” witness summons, you are not likely to be faced with the surprise of giving evidence via video conference. This procedure is to be distinguished from cases in which a statement you make to an investigating judge is recorded and the recording is later played back at the main hearing (for more information, see section 7).

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## 13 What needs to be done if your child has become the victim of a crime?

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### *What can be done to protect child witnesses?*



#### *Children can also be witnesses*

Normally speaking, children who have been victims of a crime or who have observed important events can also be called as witnesses in criminal proceedings. There is no strict age limit under the law. The individual child's level of maturity is more important. The court will then decide whether a child can give testimony as a witness. That

means that although parents can file an application for criminal prosecution on behalf of their children, they cannot give testimony for them.

#### *Special rules to protect children*

However, the law makes a number of protective provisions especially for children. For example, in a main hearing, witnesses under 18 years of age

will only be questioned by the judge. Other persons may only question the child directly if the judge presiding over the hearing gives exceptional permission for this to happen. It's also easier to have the public or the defendant taken out of court during questioning if children need to be protected. And, of course, the child's parents or guardians can accompany him or her to court. If the court so decides, questioning of your child by a judge may be scheduled at the investigation stage of proceedings, which is recorded and may be used during the main proceedings instead of questioning him or her again. Often, such hearings take place in interview rooms appropriately designed for children. If such measures are planned to avoid multiple hearings, you will be informed about it by the investigating authorities. You will find further information on the subject of recording hearings on video in section 7.

### *Contact a counselling centre!*

If your child is the victim of a crime, make sure you find a suitable counselling agency in good time – at the latest when he or she is summoned to appear as a witness at the trial. There are many counselling centres that are geared towards the needs of child crime victims and their parents and that can give you precise information about special features of the proceedings. If your child has become the victim of a violent or sexual offence, he or she also has a right to professional psychosocial support during proceedings (see also section 8).

Further age-appropriate information on criminal proceedings is available at [www.hilfe-info.de](http://www.hilfe-info.de) in the article “Help for children and adolescents affected by crime”.





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# 14 Your rights of information and participation

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*What information do I receive about the criminal proceedings?  
May I attend the hearing?  
Can I get copies of the file?*



## *Information on the criminal proceedings*

If you have become the victim of a crime and would like to know the sequence of events in proceedings after the crime has been reported and what has happened in “your case”, you have the right to be informed about certain things.

You do not receive the information on the criminal proceedings automatically, however. This is because not every victim wishes to receive all the information and this wish has to be respected. Thus, you are required to say whether you would like to receive information and what information you would like to receive, ideally when you speak to the police.

If you wish to receive information, you will be informed of the following:



*You will receive brief confirmation of your report in writing containing a brief summary of the offence you have reported, and where and when it was committed.*

*You will be informed if the public prosecution has terminated proceedings i. e. has not brought the case before the court.*

*You will be informed when and where the court hearing takes place and the offence of which the defendant is accused. If you are not summoned as a witness, you can attend and listen to the hearing as a member of the public at any time like anyone else.*

*You will be notified of the result of the court hearing, i. e. whether the defendant was acquitted or convicted or whether the proceedings have been terminated.*

Exceptions may be possible in individual cases.

If you either did not go to the police because you did not report a crime yourself, or if you only decide that you wish to receive such information at a later date, you can apply to receive it at any time. You do not require a lawyer to do so. Just write to the public prosecution office or court and ask. A sample letter is included in Annex I to this booklet.

#### *Further information concerning convicted persons*

You are also to be notified upon request whether the convicted person has been instructed not to contact or associate with you or of any other measure that may have been taken for your protection. You can also receive information upon request about whether or not the accused or convicted person is under arrest. That also includes being informed if the accused or convicted person escapes from custody or if he or she has been granted leave or privileges. In addition, you can also be given information by the penal institution concerning the prisoner's address following release or his/her

financial circumstances if you require this information in order to ascertain or enforce legal entitlements in connection with the offence.

If you apply to be given this sort of information, you usually need to say briefly what you need it for. Sample letters for this purpose are included in Annex I to this booklet.

### *Information and copies from the files*

You can also apply for information or copies from the files in individual cases. After a traffic accident, for example, this may be a sketch of the accident that you need to demand compensation or damages for pain and suffering. If you are not entitled to join the proceedings as a private accessory prosecutor (for private accessory prosecutions, see section 15 below), you must also substantiate your request by explaining why you need this information from the files. An example of such a letter is also to be found in Annex I.

### *Don't forget the file reference!*

Whenever making such requests you must – wherever possible – state the accused's full name and always include the *file reference* of the public prosecution office or the court. This file reference appears on all official papers sent out by the public prosecution office or the court, e. g. on the summons. If you know the number in the police register, the police can also forward your correspondence.

### *Right to be present includes hearings involving juveniles*

As a rule, proceedings against juveniles are not public. However, the Youth Courts Act makes an exception for aggrieved persons: as such, you are specifically allowed to be present at the hearing.

# 15 Private accessory prosecutions

*When are private accessory prosecutions admissible?  
What rights does a private accessory prosecutor have?*



*Offences concerning which private accessory prosecution is admissible*

The legislator has strengthened the position of aggrieved persons in cases involving a number of specific offences. You are entitled to the special rights of private accessory prosecutor if the offender was at least 18 years of age at the time the offence was committed and you are the victim of a crime

- against sexual self-determination (e. g. rape, sexual abuse),

- against physical integrity (e. g. bodily harm) or

- against personal freedom (e. g. if you were taken hostage or suffered a serious deprivation of your liberty, human trafficking).

This also applies to other offences, such as stalking or a violation of court orders in cases of domestic violence. As the victim of any other offence, you are also authorised to join a prosecution as a private accessory prosecutor if

this appears to be necessary for special reasons to safeguard your interests, particularly if you are suffering from the serious effects of the crime. You are also entitled to be a private accessory prosecutor if a crime has resulted in the death of a close relative.

### *Limited private accessory prosecution in juvenile criminal proceedings*

If the offender was under 18 years of age, private accessory prosecution is only possible in special cases. In particular, these are offences against life, physical integrity and sexual self-determination.

### *If you have the right to join or take part in a private accessory prosecution, you and your lawyer have the right to be present*

In itself, the fact that you have the right to join a private accessory prosecution entitles you and your lawyer, unlike “ordinary” witnesses, to take part in the entire court proceedings, even if the public is excluded. Of course, you also have this right if you have been admitted as a private accessory prosecutor. Private accessory prosecutors are always invited to attend the main proceedings, and persons entitled to be private accessory

prosecutors – like other aggrieved persons – are informed of the date of the main hearing if they have made an application to this effect. If there are any doubts about your eligibility to be a private accessory prosecutor, the court will decide whether or not you have the right to be present.

Lawyers of persons entitled to be private accessory prosecutors and private accessory prosecutors can even be present when witnesses are questioned by a judge as part of the investigation proceedings unless exceptionally there are special reasons requiring confidentiality. Even if you do not (want to) take an active part in the proceedings, you can be given all the necessary information by your lawyer.

### *Application to be admitted as a private accessory prosecutor possible even without a lawyer*

Your lawyer can apply for you to be admitted to the court hearing as a private accessory prosecutor. If you do not wish to involve a lawyer, you can simply write to the court yourself. Or, as a precautionary measure, you could even contact the public prosecutor while the investigations are still under way.

### *More rights but no additional obligations*

To avoid misunderstandings: if you wish to become a private accessory prosecutor, you are not required to submit your own bill of indictment. That remains the job of the public prosecutor. As a private accessory prosecutor, you do not even have to be present in court yourself. Nor do you have to make applications to the court. But you are allowed to do so, just as you are allowed to submit your own statements as a private accessory prosecutor.

### *Extended rights of information*

Private accessory prosecutors are always notified of the court's decisions. You will, for example, receive a copy of the judgment. You do not have to give special reasons to obtain information or copies of papers from the files.

### *Appellate remedies*

Finally, as a private accessory prosecutor, you have a special right of appeal which you can use if, in your view, the defendant has been wrongly acquitted or if the court refuses to admit the public prosecutor's indictment. However, before filing an appeal, you should obtain legal advice, as this can involve a financial risk for you.

### *Obtain legal advice if you have any questions about a private accessory prosecution*

If you are considering joining a private accessory prosecution and have further questions, you can ask a victim support organisation or a lawyer.

# 16 Private prosecutions

*What are private prosecutions?*

*When are they admissible and how do you initiate them?*

*What advantages do conciliation attempts have?*

*What are the risks in terms of cost?*



*A private prosecution is not the same as a civil case*

A private prosecution before a criminal court must not be confused with a claim for damages before a civil court. While a civil action will allow you to be awarded compensation and damages for pain and suffering, as a private prosecutor you are seeking to ensure that the offender is punished. If, after private prosecutions, the defendant is convicted, any fine would, for example, be payable to the state and not to you personally.

Section 374 of the German Code of Criminal Procedure contains a list of offences which you may yourself pursue

by way of private action providing the offender was at least 18 years old at the time the offence was committed.

*Offences which can be pursued by private prosecution*

The most important offences are:

- trespass,
- insult, malicious gossip (*üble Nachrede*) and defamation,
- bodily harm,
- threatening commission of a serious criminal offence
- damage to property.

Private prosecutions are typically considered if the public prosecutor has

declined to pursue one of these offences due to a lack of public interest in the prosecution. In such cases, you will normally be told when you receive the termination order that you have the option of bringing a private prosecution.

### *No private prosecutions for petty offences or for additional offences*

Please note the following, however: if the public prosecutor does not tell you that you can bring a private prosecution and instead decides not to prosecute in order to streamline proceedings or because of the petty nature of the offence, then the case is considered closed once and for all and no private prosecution may be brought.

### *Conciliation attempt*

Before private prosecutions can be launched, the legislator says that in most cases the parties must come together to attempt conciliation. They are required to go to an arbitration body. Addresses can be obtained from your local or town council or from your nearest local court. You should not write off arbitration proceedings as a mere formality. Arbitration proceedings offer the possibility of using skilled mediators to reach an agreement with the offender which is just as valid as one reached in court.

If the arbitration proceedings are successful, you may even avoid having to go back to court at all. Your willingness to compromise may well pay you back dividends.

### *Submitting your application to bring a private prosecution*

If the conciliation attempt fails, you can bring a private prosecution. Your local court has jurisdiction. You may take on a lawyer to represent you but it is not compulsory. Note, however, that your application must observe a number of rules as to its form and you will also have to pay an advance on expenses. The petitions service at the local court can help you with the formalities.

### *Possible cost implications*

Nonetheless, you would be well advised to take legal advice before taking such steps, even if you prefer not to take on a lawyer for the proceedings. You should bear in mind that the court may choose to acquit the defendant or terminate proceedings even without your consent. If that happens you could be asked to pay all costs involved (including the offender's).



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# 17 How do you get legal assistance and who bears the costs?

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*Do defendants have to pay victims' costs?*

*What help is provided for people on a low income?*

*How does the state support victims of serious crime?*

Although victims may assert many of the rights and participate in the different ways already described without having to fulfil any special formalities, many victims still prefer to receive advice and be represented by a lawyer.

## *Compensation from the defendant*

Advice from lawyers costs money, however. If the defendant is convicted, he or she will usually also have to pay your costs and necessary expenses, at least when the persons convicted are adults. Unfortunately, however, many convict-

ed persons cannot afford to do so. So, very often, you will be left to pay your own costs. There are **exceptions** to this principle, however.

## *Advisory assistance and assistance with court costs*

### *Conditions for granting assistance with court costs*

The first exception applies to **people on low incomes**. The principle here is that no-one should face a difficult legal case without assistance and advice from a lawyer just because he or she

has little money. If you would like to appoint a lawyer and have only a low income, you may be granted financial assistance under some circumstances upon application in any cases where a private accessory prosecution would be admissible. In criminal proceedings you can receive financial aid if:

- you are unable to assert your own interests sufficiently or if you cannot be expected to do so; and
- if your personal and economic situation is such that you cannot meet the costs or can only do so in part or in instalments.

### *You must fill out an application form*

Lawyers have the necessary application forms in their offices. Help will be available there to fill out any application that is required.

If you receive assistance with court costs and your financial circumstances remain unchanged, you will not have to reimburse the costs of legal representation. Otherwise, the state will advance the money required and you can pay it back in instalments.

### *In urgent cases a lawyer can be appointed immediately*

#### *Legal counsel for a hearing*

In urgent cases, the court can assign a lawyer of your choice to you immediately after the offence, even if the rather cumbersome procedure for awarding assistance with court costs has not yet been completed. So, if for any special reason you need rapid assistance from a lawyer during the course of investigations, that assistance can also be provided rapidly.

Other exceptions are made for **witnesses** and **victims of serious crimes**:

Witnesses subject to particularly onerous questioning who are unable to assert their own interests meriting protection can have a lawyer assigned to them at the expense of the state **for the duration of their questioning**. These witnesses have a right to this if

- there are special circumstances that mean that they cannot themselves exercise the powers to which they are entitled at the hearing and
- they do not have legal counsel at their hearing and

- their interests, which merit protection, cannot be protected in any other way.

The lawyer may be appointed by the court *ex officio* as part of its duty of care, or on application by the public prosecution office. No costs are associated with the appointment.

*If you require legal counsel, please say so in good time*

You may also file your own application. The application does not have to be in a specific form. If you think you need assistance from a lawyer at your hearing, please make that need known in good time before the hearing so that the public prosecutor and court can make the necessary arrangements and so your lawyer can prepare as required.

*Counsel for private accessory prosecutors and persons entitled to be private accessory prosecutors (victims' counsel)*

Private accessory prosecutors and persons entitled to be private accessory prosecutors who have become the victims of certain serious crimes have even more extensive rights. In proceedings against adults, such persons include, for example, victims of sexual

offences (including sexual abuse and rape), victims of attempted homicide or of other crimes, such as robbery or hostage-taking, where the crime has resulted in serious physical or emotional damage. The court must provide these victims, and relatives of victims of homicide, with a *lawyer as counsel* (victim's counsel) at public expense upon application, regardless of their income. Minors are sometimes provided with a victim's counsel under facilitated conditions. If you have any other questions in this connection, you can contact a victim support organisation or a lawyer.

*Assumption of costs by legal expenses insurance*

Sometimes legal expenses insurance meets the costs associated with private accessory prosecution. Ask your insurance company or a lawyer.

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# 18 Compensation and damages for pain and suffering

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*What possibilities are there for applying for compensation and damages for pain and suffering in criminal proceedings?*

*What are the advantages of victim-offender mediation?*

*How is victim-offender mediation conducted?*



## *Complaint in civil proceedings*

There is a basic distinction in law between civil proceedings, in which legal relationships between citizens

are clarified and in which, in a dispute, you are able to claim compensation and damages for pain and suffering, and criminal proceedings, in which the state can assert its right to punish

individuals who have done wrong. In civil proceedings you yourself appear as the claimant. Different courts have jurisdiction for hearing civil and criminal cases. Proceedings are conducted according to different codes whose rules of procedure and evidence are very different. These are the Code of Civil Procedure (*Zivilprozessordnung*, ZPO) and the Code of Criminal Procedure (*Strafprozessordnung*, StPO).

Nonetheless, there are also ways for victims to make civil law claims for compensation during criminal proceedings.

### *Adhesion procedure*

The Code of Criminal Procedure contains rules on a so-called ***adhesion procedure***. This procedure enables victims or their successors to make a property claim (generally a claim for payment of a sum of money) during criminal proceedings if the offender was at least 18 years of age when the offence was committed.

### *Form and content of the application*

Such applications can be made in writing, in the form of a note minuted by the recording officer of your local court before the hearing, or orally during the court hearing. You do not

need a lawyer to assist in making the application, but of course you may ask for such assistance if you prefer.

The only formal requirement is that you clearly state what you want to obtain from the defendant and why. If you are seeking damages for pain and suffering, you do not have to indicate a fixed sum. You can leave it to the court to assess the amount of damages for pain and suffering due. If you make a claim for compensation for damages, you should, however, ensure you can provide enough evidence of the extent of the damage (e. g. include receipts or bills) as the application should contain all the evidence required for use by the court.

A sample letter is included in Annex I to this booklet.

### *It's important to make the application in good time!*

However, as far as your claim to compensation for damages is concerned, the law leaves it up to the court to decide whether to process your application or to refrain from taking a decision in order to prevent the criminal proceedings being delayed. Thus, the earlier you submit your application, the earlier the court can take account of it and take a decision without losing time. The more

precisely you describe your loss, the smaller the risk that the court hearing will be delayed. It's therefore advisable to write to the public prosecution office as soon as the investigations are under way – i. e. before charges are brought – and ask them to contact you when charges have been brought and tell you which department or division of which court is responsible for the proceedings. You should make your application no later than the time you receive your summons from the court to appear as a witness.

### *The court may take partial decisions*

It is quite possible that the court will decide to take a decision only on certain aspects of your application and to hand down a judgment on points of principle. In this sort of judgment, the court merely recognises that you are the victim of a crime and that the person who committed the crime has to pay you compensation. In this way, the criminal court judge can avoid having to take difficult evidence on the amount of the loss and you at least receive a partial decision which you can rely on in proceedings before the civil courts. In some cases, it might be worthwhile to let the court know that you would be satisfied with that sort of outcome (see the example in Annex I).

### *Special features of damages for pain and suffering*

The court may only reject your application for an award of damages for pain and suffering, however, if it appears to be inadmissible or unfounded.

### *A decision to reject your application does not count against you in civil proceedings*

Do not be too disappointed if the court decides not to deal with your case. Criminal and civil proceedings are simply subject to different rules. For this reason, the courts hesitate to combine the two types of procedure, particularly when the law in the cases concerned is not simple. But you will not suffer as a result. You still have the possibility of filing for compensation and damages for pain and suffering before the civil courts.

### *Compensation settlement*

Sometimes a mutually-agreed solution is the simpler route to compensation. In criminal proceedings, you can come to an agreement concerning your claims for compensation and damages for pain and suffering directly with the defendant and reach a so-called "compensation settlement". As a general rule, the court submits a proposal for

a settlement if both the aggrieved person and the accused apply for it in agreement with one another. If both of them accept the settlement, it is recorded by the court. The settlement then becomes an enforceable instrument under civil law.

### *Compensation agreement in the context of victim-offender mediation*

#### *The victim-offender mediation process*

In the context of **victim-offender mediation** carried out not before a court, but, for example, by a mediation centre, you can make a compensation agreement with the offender. Mediation can also help you to cope better with the memory of the offence. Victim-offender mediation is implemented with the cooperation of a neutral, experienced mediation counsellor who makes sure that both sides can present their points of view and feelings adequately and that nobody is disadvantaged or threatened. Generally speaking, talks are first held in the mediation centre separately with the victim and the accused in order to find out their expectations and aims and to prepare for the mediation session.

Victim-offender mediation cannot be conducted against your will. Nor can the person regarded as the offender be forced to take part; they must be willing to attempt to reach a settlement in this way and to admit they did wrong. Many victims have had a positive experience of this process. If you're interested in victim-offender mediation, speak to the police or the public prosecution office. Or you can contact your local (victim-offender) mediation centre yourself if you would like to get information or attempt to reach a settlement.

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## *19 What social compensation payments and other assistance are available?*

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*What payments are granted under the Crime Victims Compensation Act?*

*How do you apply for them?*

*What can victims of traffic accidents do?*

*What special assistance is available for victims of extremist attacks?*





### *Crime Victims Compensation Act*

The Crime Victims Compensation Act states that anyone whose health has suffered as a result of a violent attack is entitled to receive payments to cover the cost of treatment, pensions and care services upon application. To be entitled to payments, the individual must have suffered damage to their health as the result of a deliberately committed unlawful attack or during a lawful attempt to stave off such an attack. It is not necessary for there to have been a conviction. In principle, the damage must have been inflicted in the Federal Republic of Germany, on a ship flying the German flag or on a German aircraft. The scope of the Crime Victims Compensation Act was widened in 2009. Since then, it has been possible to claim German payments even if the violent crime was committed abroad.

The person concerned also has the opportunity to contact the state where they suffered loss or injury. If it is a Member State of the European Union, you can apply for foreign compensation payments with the help of the German assisting authority. Germany's designated assisting authority is the Federal Ministry of Labour and Social Affairs. The Ministry contacts the competent authority in the other country and assists applicants with the process.

### *Damage to property and other assets*

No compensation is available for damage to property and other assets under the Crime Victims Compensation Act. However, there are Land foundations in a number of Federal Länder which provide financial assistance for damage to property under certain conditions upon application. You will find contact information on such foundations in Annex II.

### *No damages for pain and suffering, no compensation in case of contributory negligence*

No damages for pain and suffering are paid under the Crime Victims Compensation Act. Nor are payments made if the aggrieved person contributed to the damage suffered. Payments can also be refused if the aggrieved person did not take reasonable steps to clarify the facts of the case or to contribute to the offender's prosecution.

### *The crime must be reported and an application made*

In particular, that means reporting the crime to the police or public prosecution office as quickly as possible. Since assistance is only granted on

application, you are advised to make your application to the Land assistance authority that is responsible for your place of residence as quickly as possible.

You can find a list of the responsible authorities in the booklet published by the Federal Ministry of Labour and Social Affairs “Hilfe für Opfer von Gewalttaten” (Assistance for Victims of Violent Crime – see below) (in German).

### *Road traffic accidents*

Payments under the Crime Victims Compensation Act are also made in cases of damage from violent assault resulting from the use of a motor vehicle or trailer. In cases of this sort, applications can also be addressed to the “Fund for the compensation of damage resulting from motor vehicle accidents”. The Fund can be contacted via an association called the „*Verkehrsofferhilfe e.V.; Wilhelmstraße 43/43 G, 10117 Berlin.*”

### *What special assistance is available for victims of terrorist and extremist attacks?*

#### *Hardship payments – emergency state aid for victims of terrorist and extremist attacks*

The hardship payments are funds provided by the German Bundestag under its annual budget. These hardship payments are to be understood as an act of solidarity and humanity, emergency aid intended to reach the victims of terrorist and extremist offences quickly.

#### *What is defined as an extremist offence?*

For the above purposes, extremist attacks are understood to be, in particular, right-wing or left-wing extremist, racist, antisemitic, Islamist or antiziganist-motivated bodily injuries or other injuries to health, major insults or major threats by individuals.

#### *What emergency aid is available?*

Surviving relatives and aggrieved persons are eligible to receive hardship payments in the case of terrorist or extremist attacks.

**Surviving relatives** receive a lump sum of 30,000 euro in emergency aid in the case of the loss of a close relative (parent, child, spouse, civil partner) or 15,000 euro (sibling).

Surviving relatives can also receive a lump-sum payment to cushion the loss of maintenance payments. This payment amounts to 25,000 euro for a surviving spouse/civil partner and between 25,000 euro and 45,000 euro for surviving children depending on their age. Under certain conditions, payments for funerals may also be available.

**Persons injured** by a terrorist or extremist offence receive hardship payments for impairments to health on the basis of the principles of damages for pain and suffering in civil proceedings. In the case of impairments to a person's health, a lump-sum payment of up to 20,000 euro may be made to cushion the effects of possible disadvantages in their professional advancement. In the case of extremist offences, hardship payments may also be made to a person who has been subjected to significant insults or threats.

Hardship payments may be made to enable close relatives, such as parents, children, spouses or civil partners of

persons who have been seriously injured or killed, to travel to the place of the attack as quickly as possible.

Victims who join a criminal prosecution in Germany as a private accessory prosecutor and take part in the trial may also receive hardship payments.

In both the above cases, the amount of lump-sum payments per person depends on the distance travelled and is as follows:

more than 50 km: 100 euro;  
 more than 150 km: 300 euro;  
 more than 350 km: 600 euro;  
 more than 750 km: 900 euro;  
 more than 1,000 km: 1,200 euro

If certain conditions are met, self-**employed persons and small enterprises** (such as shop and bar owners) **whose business is affected by** terrorist or extremist offences can receive support payments for material damages if their business premises were the scene of a terrorist or extremist offence in which people were killed or could have been killed. The lump-sum payment provided for in such cases is up to 15,000 euro.

Please note that payments made by other funding providers for the same purpose take priority in principle and are set off against these amounts.

### *Who is eligible to apply?*

Victims of terrorist and extremist offences committed in Germany are eligible to apply. Victims of terrorist offences committed abroad are also eligible to apply if they are German citizens or foreigners with legal and permanent residence in Germany. Individuals who have suffered adverse health effects as a result of acting as emergency responders in defending against a terrorist or extremist offence committed against third parties are also eligible to apply.

In order to provide evidence of a terrorist or extremist offence, it is sufficient, but also necessary, for the offence to have had, with at least a high degree of probability, a terrorist or extremist motivation.

### *An application is required*

Compensation payments are granted upon application. Applications are made using an official form provided to you on request. The form (in German) can also be downloaded from the Federal Office of Justice website [www.bundesjustizamt.de](http://www.bundesjustizamt.de). Click on the header “Bürgerdienste”, then “Härteleistungen”. After you have

completed and signed the form, send it to the Federal Office of Justice, Division III 2, 53094 Bonn.

A summary of information for victims of terrorist and extremist offences is to be found on the above website.

A summary of information about hardship payments for victims of extremist attacks is to be found on the above website.

### *Editor’s note*

The booklet “Hilfe für Opfer von Gewalttaten” (Assistance for Victims of Violent Crimes, in German) published by the Federal Ministry of Labour and Social Affairs, Division Information, Communication, Public Relations, 53105 Bonn, provides information on the Crime Victims Compensation Act. It can be ordered from the Ministry or via the following link: [bmas.de/DE/Themen/Soziale-Sicherung/ Soziale-Entschaedigung/Opferentschaedigungsrecht/oeg.htm](http://bmas.de/DE/Themen/Soziale-Sicherung/Soziale-Entschaedigung/Opferentschaedigungsrecht/oeg.htm). The most important information on the subject of victim compensation is also available directly via this website. Further information is also to be found at [www.hilfe-info.de](http://www.hilfe-info.de) and [www.odabs.org](http://www.odabs.org).

*Claims against the statutory accident insurance funds (accident insurance funds and statutory occupational accident insurance funds)*

If you suffered injury while acting in a professional capacity, travelling with a class of schoolchildren or a university seminar group or attempting to help other people in an accident or emergency, you may have claims against the statutory accident insurance fund. In particular, the costs of therapy or medical rehabilitation may be met and pensions paid in such cases.

People providing assistance (first aid, emergency assistance) are insured with the accident insurance fund responsible for the location where the assistance was provided. Public service employees and certain people acting in a voluntary capacity are insured with the municipality, Land or federation accident insurance funds responsible for their organisation. In the case of kindergarten children, pupils and students who became victims of an offence while taking part in an educational measure, the accident insurance fund of the school or university location is responsible.

An overview of the accident insurance funds and occupational accident insurance funds (in German) is to be found on the German Social Accident Insurance website at [www.dguv.de](http://www.dguv.de) (→ Versicherung → Zuständigkeit).

Further information concerning possible claims and which accident insurance fund is responsible can also be obtained from the German Social Accident Insurance infoline: 0800 60 50 40 4.

# Annex I

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## *Sample documents*



### *Reporting a crime*

*Complaint against termination of proceedings*

*Information about the outcome of proceedings*

*Application to be provided with information about the outcome of proceedings*

*Application to conduct an adhesion procedure*

*Application for further information concerning the convicted person*

- *Application for information on no-contact orders*
- *Information on measures involving deprivation of freedom, release and prisoners' privileges*
- *Information on the prisoner's address following release and financial situation*

*Cover sheet to the application for payments for victims of violence*

*Application for payments for victims of violence*

## Example 1

### Reporting a crime

Note: There are no formal requirements for reporting a crime. You should simply describe objectively what happened and provide evidence. You should observe the following general guidelines: *Who? What? Where? By what means? Why?*

Abs.

Max Mustermann  
Steilshooper Allee 587  
22179 Hamburg

Staatsanwaltschaft Hamburg  
Gorch-Fock-Wall 15  
20355 Hamburg

13.05.2021

**Betr.:** Strafanzeige gegen Herrn Mirko Müller wegen Körperverletzung,  
Sachbeschädigung und Nötigung

Sehr geehrte Damen und Herren,

**hiermit erstatte ich Strafanzeige und stelle Strafantrag** gegen Herrn Mirko Müller, wohnhaft Steilshooper Allee 587, in Hamburg.

Herr Müller wohnt im Erdgeschoss des Mietshauses Steilshooper Allee 587. Meine Familie und ich wohnen im ersten Stock. Seit geraumer Zeit gibt es zwischen Herrn Müller und meiner Ehefrau Streit wegen des Kinderwagens, den wir im Erdgeschoss abstellen, weil es in dem Mietshaus keinen Aufzug gibt. Herr Müller fühlt sich durch den Kinderwagen gestört.

**Am 12.05.2021 gegen 15:00 Uhr** hörte ich erneut einen lauten Streit **im Treppenhaus** zwischen den beiden und ging aus der Wohnung, um meiner Frau beizustehen. Herr Müller war angetrunken und **trat heftig gegen den Kinderwagen**. Als ich hinzutrat, um ihn davon abzuhalten, ging er plötzlich auf mich los, **schubste mich gegen das Treppengeländer und schlug mit der Faust** auf mich ein. Danach sagte er: „Wer nicht hören will, muss fühlen!“ und ging wieder in seine Wohnung. Meine Frau und ich fühlen uns durch Herrn Müller bedroht und genötigt.

Ich habe mir eine **Verstauchung** der Hand zugezogen. Außerdem ist die gesamte Vorderachse des **Kinderwagens kaputt**. Der Wagen kann nicht mehr benutzt werden.

Als **Zeugin** benenne ich meine Ehefrau, Lisa Mustermann. Ein **Attest** meines Hausarztes füge ich bei.

Mit freundlichen Grüßen  
Max Mustermann

## Example 2

### *Complaint against termination of proceedings*

Note: There are also no formal requirements when filing a complaint against termination of proceedings. As a rule, complaints must be filed within a period of two weeks. Since the public prosecution office has already examined your report, you do not need to repeat the facts. You should present new facts or evidence.

Abs.  
Max Mustermann  
Steilshooper Allee 587  
22179 Hamburg

Staatsanwaltschaft Hamburg  
Gorch-Fock-Wall 15  
20355 Hamburg

03.09.2021

**Betr.:** Meine Strafanzeige gegen Mirko Müller vom 13.05.2021 wegen Körperverletzung, Sachbeschädigung und Nötigung

**Aktenzeichen:** 2345 Js 723/21

**Bezug:** Ihr Schreiben vom 29.08.2021

Sehr geehrte Damen und Herren,

gegen die Einstellung des Ermittlungsverfahrens gegen Herrn Müller lege ich Beschwerde ein. Wenn Herr Müller behauptet, er habe in Notwehr gehandelt, weil ich zuerst auf ihn losgegangen sei, so ist das nicht richtig. Es hat sich alles so abgespielt, wie ich es in meiner Vernehmung bei der Polizei geschildert habe. Ich bin auch nicht der Meinung, dass hier „Aussage gegen Aussage“ steht, denn meine Ehefrau ist dabei gewesen und hat alles genau beobachtet.

Außerdem meine ich, dass sich die Polizei den Kinderwagen einmal hätte ansehen müssen. Man kann genau erkennen, dass der Kinderwagen durch Fußtritte beschädigt worden ist. Schon damit kann man die Geschichte von Herrn Müller widerlegen.

Im Übrigen ist es auch nicht richtig, dass meine Frau und ich in der Wohnanlage als Ruhestörer gelten. Das Gegenteil trifft zu. Wir sind nicht die einzigen Mieter, die mit Herrn Müller Schwierigkeiten haben. Auch der Nachbar, Herr Herbert Schmitz, Steilshooper Allee 589, ist kürzlich von ihm bedroht und beschimpft worden.

Mit freundlichen Grüßen  
Max Mustermann



### Example 3

#### *Application to be provided with information*

Note: To obtain information from the investigation files, you normally need to demonstrate that you have a “legitimate interest”. It’s enough, for example, to make a brief statement to the effect that you are seeking compensation for damages. You can also ask for information to help you in preparing a complaint against termination of proceedings. State which specific documents you need.

Abs.  
Erika Musterfrau  
Langenhorner Chaussee 949  
22419 Hamburg

Staatsanwaltschaft Hamburg  
Gorch-Fock-Wall 15  
20355 Hamburg

24.05.2021

**Betr.:** Verkehrsunfallsache Musterfrau ./ Meier

**Aktenzeichen:** 2345 Js 527/21

Sehr geehrte Damen und Herren,

unter dem oben genannten Aktenzeichen führen Sie ein Ermittlungsverfahren gegen Frau Christine Meier, geb. 12.08.1981, wegen fahrlässiger Körperverletzung.

Es handelt sich um ein Ermittlungsverfahren wegen eines Verkehrsunfalls, bei dem ich verletzt wurde. **Da ich die Versicherung von Frau Meier auf Schadensersatz und Schmerzensgeld in Anspruch nehmen möchte, bitte ich Sie, mir eine Kopie der Unfallskizze und der Aussage** von Frau Meier zum Unfallhergang zu überlassen.

Mit freundlichen Grüßen  
Erika Musterfrau

#### Example 4

##### *Information about the outcome of proceedings*

Note: You are not required to provide details as to why you are requesting this information. The information can also be obtained from the public prosecution office. In such cases, please include the file reference of the public prosecution office (which begins with Js-).

Abs.  
Max Mustermann  
Steilshooper Allee 587  
22179 Hamburg

Amtsgericht Hamburg  
Sievekingplatz 3  
20355 Hamburg

24.08.2021

**Betr.:** Strafsache Mirko Müller wegen Körperverletzung,  
Sachbeschädigung und Nötigung

**Aktenzeichen:** 253-67/21

Sehr geehrte Damen und Herren,

ich bin der Geschädigte in der o. g. Strafsache. Ich bitte gemäß § 406d Absatz 1 StPO um Auskunft darüber, ob das Strafverfahren eingestellt worden ist bzw. welchen Ausgang das gerichtliche Verfahren genommen hat.

Mit freundlichen Grüßen  
Max Mustermann

## Example 5

### Application to conduct an adhesion procedure

Amtsgericht Hamburg  
Sievekingplatz 3  
20355 Hamburg

28.08.2021

**Betr.:** Strafsache Mirko Müller wegen Körperverletzung und Nötigung

**Aktenzeichen:** 253-67/21

In dem Strafverfahren gegen Mirko Müller wegen Körperverletzung,  
Sachbeschädigung und Nötigung

stelle ich: Max Mustermann  
Steilshooper Allee 587  
22179 Hamburg

den Antrag auf Durchführung des Adhäsionsverfahrens zur Geltendmachung meiner  
vermögensrechtlichen Ansprüche im Strafverfahren.

**Ich beantrage, den Beschuldigten zur Zahlung von**

- Schadensersatz in Höhe von 529,- €
- sowie eines Schmerzensgeldes, dessen Höhe ich in das Ermessen des Gerichts stelle,  
**zu verurteilen.**

Ich bin der Geschädigte in dem vorbezeichneten Strafverfahren. Hinsichtlich des  
Tathergangs verweise ich auf den Inhalt der Ermittlungsakten und auf meine Angaben  
als Zeuge. **Die Höhe des geltend gemachten Anspruchs begründe ich wie folgt:**

Durch Fußstritte hat Herr Müller unseren Kinderwagen so demoliert, dass er nicht mehr  
repariert werden kann. Ich habe mir außerdem durch seine Tätlichkeit eine so schwere  
Verstauchung zugezogen, dass ich 1 Woche krank geschrieben war.

**Als Beweismittel füge ich bei bzw. benenne ich:**

1. Zeugin: Lisa Mustermann  
Steilshooper Allee 587  
22179 Hamburg
2. Zeuge: Herbert Schmitz  
Steilshooper Allee 589  
22179 Hamburg
3. Attest meines Hausarztes
4. Kaufquittung des Kinderwagens

Mit freundlichen Grüßen  
Max Mustermann

### Example 6 a

#### *Application for further information concerning the convicted person*

#### *Application for information on no-contact orders*

Note: You are not required to provide details as to why you are requesting this information.

Abs.  
Max Mustermann  
Steilshooper Allee 587  
22179 Hamburg

Staatsanwaltschaft Hamburg  
Gorch-Fock-Wall 15  
20355 Hamburg

24.10.2021

**Betr.:** Strafsache Mirko Müller wegen Körperverletzung,  
Sachbeschädigung und Nötigung

**Aktenzeichen:** 2345 Js 723/21

Sehr geehrte Damen und Herren,

ich bin der Geschädigte in der o. g. Strafsache. Ich bitte gemäß § 406d Absatz 2 StPO um Auskunft darüber, ob dem Verurteilten die Weisung erteilt worden ist, zu mir keinen Kontakt aufzunehmen oder mit mir nicht zu verkehren.

Mit freundlichen Grüßen  
Max Mustermann

### Example 6b

#### *Application for further information concerning the convicted person Information on measures involving deprivation of freedom, release and prisoners' privileges*

Note: For this application, you must demonstrate your legitimate interest unless you are entitled to join the prosecution as a public accessory prosecutor under section 395 (1) nos. 1 to 5 of the German Code of Criminal Procedure or have been granted leave to join the prosecution as a private accessory prosecutor under section 395 (3). The information can also be obtained from the public prosecution office. In such cases, please include the public prosecution office file reference (which begins with Js-).

Abs.  
Max Mustermann  
Steilshooper Allee 587  
22179 Hamburg

Amtsgericht Hamburg  
Sievekingplatz 3  
20355 Hamburg

24.10.2021

**Betr.:** Strafsache Mirko Müller wegen Körperverletzung,  
Sachbeschädigung und Nötigung

**Aktenzeichen:** 253-67/21

Sehr geehrte Damen und Herren,

ich bin der Geschädigte in der o. g. Strafsache. Ich bitte gemäß § 406d Absatz 2 StPO um Auskunft darüber, ob gegen Herrn Müller freiheitsentziehende Maßnahmen angeordnet oder beendet worden sind oder wann ihm Vollzugslockerungen oder Urlaub aus der Haft gewährt werden. Ggf (siehe Hinweis): Ich benötige diese Information, weil zu Herrn Müller seit dem Vorfall ein sehr gespanntes Verhältnis besteht und ich innerlich darauf vorbereitet sein möchte, ihm in der Nachbarschaft wieder zu begegnen.

Mit freundlichen Grüßen  
Max Mustermann

*Example 6 c**Application for further information concerning the convicted person**Information on the address to which the convicted person is to be released and on the prisoner's financial situation*

Note: For this application, you must demonstrate your legitimate interest. Information can be obtained from the penal institution. In the case of this application, please indicate the file reference of the court or the public prosecution office.

Abs.  
Max Mustermann  
Steilshooper Allee 587  
22179 Hamburg

Justizvollzugsanstalt Hamburg-Fuhlsbüttel  
Suhrenkamp 92  
22335 Hamburg

24.10.2021

**Betr.:** Strafsache Mirko Müller wegen Körperverletzung,  
Sachbeschädigung und Nötigung

**Aktenzeichen:** 2345 Js 723/21

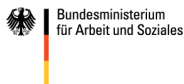
Sehr geehrte Damen und Herren,

ich bin der Geschädigte in der o. g. Strafsache. Ich bitte gemäß § 180 Absatz 5 StVollzG bzw. den entsprechenden Vorschriften der Landesstrafvollzugsgesetze darum, mir die Entlassungsadresse von Herrn Müller mitzuteilen; zudem bitte ich um Auskunft über seine Vermögensverhältnisse. Ich benötige diese Auskünfte, weil ich beabsichtige, Herrn Müller auf Schadensersatz und Schmerzensgeld zu verklagen.

Mit freundlichen Grüßen  
Max Mustermann

## Cover sheet to the application for payments for victims of violence

Page 1



### Vorblatt zum Antrag auf Leistungen für Gewaltopfer

nach dem Gesetz über die Entschädigung für Opfer von Gewalttaten (OEG)

Sehr geehrte Antragstellerin,  
sehr geehrter Antragsteller,

Sie haben eine Gewalttat erlebt und möchten wegen deren gesundheitlichen und wirtschaftlichen Folgen Leistungen nach dem Gesetz über die Entschädigung für Opfer von Gewalttaten (OEG) beantragen. Dies können Sie bei uns als Ihrer zuständigen Versorgungsbehörde tun. Unsere Adresse finden Sie auf der Internetseite des Bundesministeriums für Arbeit und Soziales ([www.bmas.de](http://www.bmas.de)) unter „Soziale Sicherung / Soziale Entschädigung / Opferentschädigungsrecht“. Bitte füllen Sie das beiliegende Formular möglichst vollständig aus und senden es unterschrieben zurück.

Hinweis: Schmerzensgeld können Sie nur gegenüber dem Täter/der Täterin geltend machen.

#### **Benötigen Sie Unterstützung bei der Antragsstellung?**

Möglicherweise empfinden Sie einige der Angaben als belastend, die mit diesem Antragsformular von Ihnen erbeten werden. Sollten Sie beim Ausfüllen aus diesem oder aus anderen Gründen Hilfe benötigen, können Sie sich jederzeit an uns wenden.

Unterstützung erhalten Sie selbstverständlich auch bei allen Organisationen der Opferhilfe. Zum Beispiel bietet der WEISSE RING e. V. unter der kostenfreien EU-einheitlichen Telefonnummer 116 006 einen Beratungsdienst für Opfer von Straftaten an, der u. a. an regionale Außenstellen oder andere Organisationen in Ihrer Nähe weiterverweist. Opfer von sexuellem Missbrauch können sich kostenfrei und anonym an die Telefonische Anlaufstelle des Unabhängigen Beauftragten zu Fragen des sexuellen Kindesmissbrauchs unter der Telefonnummer 0800-2255530 wenden. Die Sprechzeiten sind montags von 8 bis 14 Uhr, dienstags, mittwochs und freitags von 16 bis 22 Uhr sowie sonntags von 14 bis 20 Uhr.

Insbesondere gewaltbetroffene Frauen können sich rund um die Uhr und kostenfrei unter der Telefonnummer 08000 116 016 von den Mitarbeiterinnen des bundesweiten Hilfetelefons „Gewalt gegen Frauen“ beraten lassen. Das Angebot ist mehrsprachig und barrierefrei. Es wird zudem eine E-Mail- und eine Chatberatung angeboten ([www.hilfetelefon.de](http://www.hilfetelefon.de)).

< ggf. Raum für Hinweis auf länderspezifische Opferhilfeorganisationen und Telefonnummern >

Wenn Sie Unterstützung bei der psychischen Aufarbeitung und Bewältigung der an Ihnen verübten Gewalttat suchen, können Sie mit Psychotherapeuten / Psychotherapeutinnen oder entsprechenden Beratungsstellen in Kontakt treten. Bei der Suche sind Ihnen Ihre Krankenkasse, Ihr Hausarzt / Ihre Hausärztin und die Organisationen der Opferhilfe behilflich. Auch das Hilfeportal Sexueller Missbrauch ([www.hilfeportal-missbrauch.de](http://www.hilfeportal-missbrauch.de)) des UBSKM unterstützt Sie dabei mit einer bundesweiten Datenbank.

## Cover sheet to the application for payments for victims of violence

Page 2



Bundesministerium  
für Arbeit und Soziales

### Welche Angaben müssen Sie zur Gewalttat machen?

Als verantwortlicher Leistungsträger sind wir verpflichtet, die Voraussetzungen für eine Leistungserbringung in jedem Einzelfall zu prüfen. Dazu müssen wir den Sachverhalt eigenständig aufklären, sind jedoch auf Ihre Mitwirkung angewiesen. Sind z.B. keine Zeugen der Tat vorhanden und lässt sich die Tat nicht anderweitig nachweisen, müssen Sie unter Umständen sehr detaillierte Angaben zur Gewalttat machen. Sollte Ihnen das nicht möglich sein, reichen zunächst ungefähre Angaben zu Tatort und Tatzeit aus (z.B. „Anfang bis Mitte 1977 unter anderem in der eigenen Wohnung“).

Falls schon ein Strafverfahren eingeleitet oder durchgeführt wurde, können die Erkenntnisse daraus hilfreich für eine schnellere Aufklärung des Sachverhalts sein. Außerdem wird Ihnen eventuell erspart, erneut Angaben zur Tat machen zu müssen. Bitte geben Sie daher das Aktenzeichen von Polizei und/oder Staatsanwaltschaft an, damit wir die Ermittlungsakten anfordern können.

Selbst wenn der Täter/die Täterin nicht verurteilt wurde oder nicht zu ermitteln ist, können Sie unter bestimmten Umständen eine Entschädigung erhalten.

### Wann können Sie mit einer Entscheidung über Ihren Antrag rechnen?

Wir sind bestrebt, zügig über Ihren Antrag zu entscheiden. Bitte haben Sie Verständnis, dass dies im Falle umfangreicher Sachverhaltsaufklärung mehrere Monate in Anspruch nehmen kann. Selbstverständlich werden wir Sie von Zeit zu Zeit über den Sachstand unterrichten. In Ausnahmefällen können bereits vor Abschluss der Ermittlungen Leistungen nach dem OEG erbracht werden (z.B. für Zahnbehandlung oder psychische Soforthilfe). Ob dies in Ihrem Fall möglich ist, klären Sie bitte ggf. mit dem zuständigen Bearbeiter/der Bearbeiterin. Die Bestätigung, die Sie nach Eingang Ihres Antrags von uns erhalten, enthält die entsprechenden Kontaktdaten.

### Datenschutzrechtliche Hinweise

Ihre Angaben werden nur mit Ihrer Einwilligung und nur - soweit notwendig - an die am Verfahren Beteiligten weitergeleitet. Sie werden nicht Dritten zur Verfügung gestellt. Bitte beachten Sie hierzu auch die datenschutzrechtlichen Hinweise auf Seite 5 des Antragsformulars sowie die ggf. beigefügte Anlage zu den datenschutzrechtlichen Bestimmungen.

### Weitere Hinweise

Um dem Staat die Möglichkeit zu geben, den Täter/die Täterin zu verfolgen, sieht das OEG grundsätzlich vor, dass der Antragsteller/die Antragstellerin unverzüglich Strafanzeige erstattet. In Fällen, in denen dies für die Betroffenen besonders belastend ist – dazu gehören z.B. sexueller Missbrauch innerhalb der Familie oder häusliche Gewalt –, kann darauf verzichtet werden. Bitte legen Sie ggf. die Gründe dar, weshalb Sie keine Strafanzeige gestellt haben bzw. stellen möchten.

Wir weisen darauf hin, dass Ihre Schadensersatzansprüche gegen den Täter/die Täterin (mit Ausnahme Ihres Anspruchs auf Schmerzensgeld) zum Zeitpunkt der Antragstellung nach dem OEG auf den Staat übergehen. Das bedeutet, dass wir die Leistungen, die wir erbringen, grundsätzlich vom Täter/von der Täterin zurückfordern müssen. Dadurch erhält dieser/diese Kenntnis von Ihrer Antragstellung. Wenn Sie erhebliche Nachteile für sich oder Ihre Angehörigen befürchten, kann möglicherweise auf eine Rückforderung verzichtet werden (siehe hierzu Seite 5 des Antragsformulars).

Mit freundlichen Grüßen  
Ihre Versorgungsbehörde

• Ihre Mitwirkungspflicht ergibt sich aus §§ 60-64 des Sozialgesetzbuches - 1. Buch - (SGB I); die Grenzen der Mitwirkung sind in § 65 SGB I geregelt.



## Application for payments for victims of violence

Page 1



Bundesministerium  
für Arbeit und Soziales

### Antrag auf Leistungen für Gewaltopfer

nach dem Gesetz über die Entschädigung für Opfer von Gewalttaten (OEG)

Hier bitte Name / Adresse der Versorgungsbehörde eintragen

.....  
 .....  
 .....  
 .....

Bitte Feld frei lassen für Eingangsvermerk der Behörde

.....  
 .....

#### I. Angaben zur Person

1. <input type="checkbox"/> Herr <input type="checkbox"/> Frau		Name, Vorname: .....		Geburtsname oder früherer Name: .....	
2. Geburtsdatum (TT/MM/JJJJ), Geburtsort: .....		3. <b>*Freiwillige Angaben</b>			
.....		Telefonnummer (tagsüber):* .....			
.....		E-Mail-Adresse:* .....			
4. Familienstand				seit:	Zahl der Kinder:
<input type="checkbox"/> ledig		<input type="checkbox"/> verwitwet		.....	.....
<input type="checkbox"/> verheiratet		<input type="checkbox"/> getrennt lebend		.....	.....
<input type="checkbox"/> in Lebenspartnerschaft lebend		<input type="checkbox"/> geschieden		.....	.....
		<input type="checkbox"/> Lebenspartnerschaft aufgehoben		.....	.....
5. Wohnsitz oder gewöhnlicher Aufenthalt: .....		Straße und Hausnummer: .....		Postleitzahl: .....	Wohnort: .....
.....		.....		.....	.....
6. Staatsangehörigkeit: .....		Falls Sie ausländische(r) Antragsteller/Antragstellerin aus einem Nicht-EU-Mitgliedsstaat sind:			
.....		<input type="checkbox"/> in der Bundesrepublik Deutschland <b>ununterbrochen</b> wohnhaft seit: .....			
(Bitte fügen Sie eine Kopie des Personalausweises / Reisepasses bei)		<input type="checkbox"/> Aufenthalt in der Bundesrepublik Deutschland seit: .....			
		(Bitte fügen Sie ggf. eine Kopie Ihres Aufenthaltsgenehmigungs- bzw. Aufenthaltsgestattungsnachweises bei)			
7. <input type="checkbox"/> gesetzlicher Vertreter / gesetzliche Vertreterin		ODER		<input type="checkbox"/> Bevollmächtigter / Bevollmächtigte	
<input type="checkbox"/> Betreuer / Betreuerin				(Bitte fügen Sie eine Kopie der Vollmacht bei)	
Name, Vorname und Anschrift: .....					
.....					
.....					
(Bitte fügen Sie eine Kopie der Bestellungsurkunde bzw. des Betreuerausweises bei)					

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### II. Angaben zur Gewalttat\*

1. Tatzeit (soweit möglich: Uhrzeit, Tag, Monat, Jahr): .....

2. Tatort (soweit möglich: Ortsbeschreibung, z. B. Ort, Straße, Hausnummer, Wohnung):  
.....  
.....

- Arbeitsplatz  Weg zum / vom Arbeitsplatz  
 Schule / Ausbildungs-/ Betreuungseinrichtung  Weg zu / von Schule / Ausbildungs-/ Betreuungseinrichtung

Bitte geben Sie Name und Anschrift Ihres Arbeitgebers / Ihrer Ausbildungseinrichtung / Ihrer zuständigen Berufsgenossenschaft / Unfallkasse an:  
.....  
.....

sonstiger Tatort

3. Ist Strafanzeige erstattet worden?

ja bei: ..... am (Datum): .....

nein, Gründe (bitte erläutern)\*\* Aktenzeichen: .....

Ich mache von meinem gesetzlichen Zeugnisverweigerungsrecht Gebrauch  keinen Gebrauch

4. Name und Anschrift - soweit bekannt

des Täters / der Täter / der Täter/innen:  weiterer Tatbeteiligter:  
.....  
.....

von Tatzeugen:  von Ersthelfern:  
.....  
.....

5. Hat ein staatsanwaltliches Ermittlungsverfahren / gerichtliches Verfahren stattgefunden?

nein  ja, bei: .....

Aktenzeichen: .....

6. Tathergang (Bitte schildern Sie den wesentlichen Ablauf der Gewalttat; statt dessen können Sie auch eine Kopie des Strafantrags und / oder des Polizeiprotokolls beifügen)  
.....  
.....  
.....  
.....  
.....

Ich kann hierzu zur Zeit keine Angaben machen

\*Bitte verwenden Sie das anliegende Zusatzblatt, wenn der Platz für Ihre Angaben nicht ausreicht.

\*\*Nach dem OEG sind Sie verpflichtet, das Ihnen Mögliche zur Sachverhaltsaufklärung und Verfolgung des Täters / der Täterin beizutragen. Dazu gehört grundsätzlich die Erstattung einer Strafanzeige. Gemäß § 52 der Strafprozessordnung besteht ein gesetzliches Zeugnisverweigerungsrecht für Verlobte, Ehegatten und Lebenspartner des Beschuldigten, auch wenn die Ehe oder Lebenspartnerschaft nicht mehr besteht sowie mit dem Beschuldigten in gerader Linie verwandte oder verschwägte Personen (z. B. Eltern, Großeltern), bzw. in der Seitenlinie bis zum dritten Grad verwandte oder bis zum zweiten Grad verschwägte Personen (z. B. Geschwister, Onkel, Tante).

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### III. Angaben zu Gesundheitsstörungen / Schädigungen

1. Zu welchen körperlichen und / oder seelischen Gesundheitsstörungen hat die Gewalttat geführt?\*

.....

2. Liegen diese heute noch vor?\*

ja, folgende: .....  nein

.....

3. Nur in Ausnahmefällen:

Möchten Sie bereits vor der Entscheidung über diesen Antrag vorläufige Leistungen der Heilbehandlung erhalten  
(z. B. Zahnbehandlung, psychische Soforthilfe)?

nein  ja (bitte begründen\*)

4. Wurden durch die Gewalttat am Körper getragene Hilfsmittel beschädigt (z. B. Brille, Hörgerät, Zahnersatz)?

ja, folgende: .....  nein

5. Sind Sie krankenversichert?

ja falls ja:  gesetzlich  privat  
 nein

derzeitige Krankenkasse: ..... Mitglied seit: .....

ggf. frühere Krankenkasse: .....

### IV. Angaben zu ärztlichen/psychotherapeutischen Behandlungen

1. Stationäre Behandlung wegen der Folgen der Gewalttat\*

von-bis: Name, Anschrift des Krankenhauses und / oder der Reha-Einrichtung: Abteilung / Station:

.....

2. Ambulante Behandlung wegen der Folgen der Gewalttat\*

von-bis: Name, Anschrift Hausarzt / behandelnde(r) Arzt / Ärztin / Psychotherapeut/in: ggf. Fachrichtung:

.....

3. Welche der unter Ziffer III geltend gemachten Gesundheitsstörungen / Schädigungen haben bereits vor der Gewalttat bestanden (ärztliche Behandlung, Krankenhausbehandlung)?\*

keine  folgende: .....

Name, Anschrift

Arzt / Ärztin / Psychotherapeut/in: Behandlung von - bis: wegen welcher Gesundheitsstörung / Schädigung:

.....

.....

### V. Angaben zur beruflichen Situation

1. Beruf / Tätigkeit, ggf. Studium vor der Gewalttat: .....

2. Fühlen Sie sich durch die Folgen der Gewalttat in Ihrer Berufsausübung beeinträchtigt?

nein  ja In welcher Form (bitte begründen)?

\*Bitte verwenden Sie das anliegende Zusatzblatt, wenn der Platz für Ihre Angaben nicht ausreicht.

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### VI. Sonstige Angaben

1. Haben Sie wegen der Folgen der Gewalttat Anspruch auf Leistungen gegenüber Dritten?

nein  ja

Falls ja, gegenüber

Unfallversicherung (z. B. Berufsgenossenschaft, private Unfallversicherung)  Krankenversicherung

dem Täter / der Täterin (Schadensersatz / Schmerzensgeld)  gesetzlicher Rentenversicherung

ausländischen Entschädigungssystemen  sonstigen Leistungsträgern?

2. Falls Anspruch auf Leistungen gegenüber Dritten besteht: Haben Sie diese Ansprüche bereits geltend gemacht?  
Bitte fügen Sie ggf. Belege bei.

ja, gegenüber Name, Anschrift des Leistungsträgers oder Gerichts:  
.....  
.....

nein (bitte begründen\*)  
.....  
.....

3. Beziehen Sie bereits Leistungen nach dem Bundesversorgungsgesetz, Opferschädigungsgesetz, Soldatenversorgungsgesetz, Zivildienstgesetz, Infektionsschutzgesetz, Häftlingshilfegesetz, Strafrechtlichen Rehabilitierungsgesetz, Verwaltungsrechtlichen Rehabilitierungsgesetz?

nein  ja zuständige Behörde: Aktenzeichen:  
.....

4. Liegt eine anerkannte Behinderung vor?

nein  ja zuständige Behörde: Aktenzeichen:  
.....

5. Falls es zu einer Geldleistung kommt, soll diese auf folgendes Konto überwiesen werden:

BIC: ..... IBAN: .....

Geldinstitut: ..... Kontoinhaber/in: .....

6. Dem Antrag füge ich folgende Unterlagen bei:  
.....  
.....

7. Bei der Antragstellung hat mich unterstützt (z. B. Opferhilfeorganisation, Polizei, Psychotherapeut/in):  
.....  
.....

**Ich versichere, dass ich die vorstehenden Angaben nach bestem Wissen und Gewissen gemacht und keinen weiteren Antrag auf Versorgung nach dem Gesetz über die Entschädigung für Opfer von Gewalttaten gestellt habe.**

Ort, Datum: ..... Unterschrift des Antragstellers / der Antragstellerin oder des gesetzlichen oder bestellten Vertreters / der Vertreterin oder des Betreuers / der Betreuerin: .....

\*Bitte verwenden Sie das anliegende Zusatzblatt, wenn der Platz für Ihre Angaben nicht ausreicht.

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Ich habe Kenntnis, dass

- die Behörde gemäß § 5 OEG in Verbindung mit § 81a des Bundesversorgungsgesetzes grundsätzlich verpflichtet ist, Schadensersatzansprüche gegen den oder die Täter/in/nen geltend zu machen. In diesem Zusammenhang muss sie den / die Täter / in / nen frühzeitig von meiner Antragstellung in Kenntnis setzen. Sollte ich dies nicht wünschen, werde ich auf dem anliegenden Zusatzblatt die Gründe darstellen. Die Behörde wird dann prüfen, ob erhebliche Nachteile für mich zu befürchten sind und deshalb auf Schadensersatzansprüche verzichtet werden kann. Bei Minderjährigen kann die Gefährdung des Kindeswohls einen entsprechenden Grund bedeuten;
- meine Schadensersatzansprüche gegen den / die Täter / in / nen mit Ausnahme von Schmerzensgeldansprüchen kraft Gesetz auf die zuständige Behörde übergehen und ich daher keine Vereinbarungen hierzu (z. B. Vergleiche) mit dem Täter / der Täterin / den Tätern / Täterinnen oder deren Versicherungen treffen darf.

Ich nehme zur Kenntnis, dass die Daten über meine Gesundheit, die der zuständigen Behörde mit diesem Verfahren nach dem OEG zugänglich gemacht worden sind,

- erfasst und gespeichert werden (§ 67c Zehntes Buch Sozialgesetzbuch - SGB X) und
- den Gutachterinnen und Gutachtern, die von der zuständigen Behörde mit der medizinischen Begutachtung beauftragt worden sind,
- den Hauptfürsorgestellten,
- den anderen Sozialleistungsträgern für deren eigene gesetzliche soziale Aufgabenwahrnehmung im Sinne des § 35 Erstes Buch Sozialgesetzbuch (SGB I)
- sowie den Gerichten der Sozialgerichtsbarkeit

übermittelt werden dürfen. **Mir ist bekannt, dass ich der Übermittlung jederzeit formlos widersprechen kann** (§ 69 Abs. 1 Nr. 1 und 2 in Verbindung mit § 76 Abs. 2 SGB X).

### Einverständniserklärung

Soweit ich keine für die Anspruchsprüfung erforderlichen Unterlagen beifüge, wird die zuständige Behörde den Sachverhalt von Amts wegen aufklären.

Ich erkläre mich daher insbesondere mit der Beiziehung folgender Unterlagen einverstanden:

- polizeiliche Ermittlungsunterlagen, staatsanwaltschaftliche Ermittlungsakten, Gerichtsakten, Jugendamtsakten
- erforderliche medizinische Unterlagen (insbesondere Untersuchungsbefunde, Befundberichte, Entlassungsberichte, Zwischenberichte, Krankenunterlagen, Röntgenbilder).

Die genannten Unterlagen können von den behandelnden Ärzten, Psychologen, Krankenanstalten (auch privaten), Behörden, Gerichten und Sozialleistungsträgern sowie auch von privaten Kranken-, Pflege- und Unfallversicherungsunternehmen beigezogen werden - auch soweit sie von anderen Ärzten / Ärztinnen oder Stellen erstellt worden sind - allerdings nur in dem Umfang, wie sie Aufschluss über die geltend gemachten Tatbestände geben können.

Die Einverständniserklärung gilt für das mit diesem Antrag eingeleitete Verwaltungsverfahren, für ein sich ggf. anschließendes Überprüfungs- / Widerspruchsverfahren sowie für das Verfahren zur Durchsetzung der auf das Land übergegangenen Schadensersatzansprüche.

Sie bezieht sich auch auf die während des Verfahrens eintretenden Sachverhalte und angefertigten Unterlagen.

Ich entbinde die behandelnden und beteiligten Ärzte/Ärztinnen und Stellen insoweit von ihrer Schweigepflicht.

- ja
- nein
- von dieser Einverständniserklärung schließe ich ausdrücklich aus:

.....  
- bitte Arzt/Ärztin, Einrichtung, Stelle, Unterlagen genau bezeichnen -

Ort, Datum:

Unterschrift für Einverständniserklärung:

.....

.....





# Annex II

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## *Contact addresses and telephone numbers Witness support and victim assistance in the Länder Embassies of EU Member States*



### *Contact addresses and telephone numbers*

Internet portal for victims of crime and their family members

Internet: [www.hilfe-info.de](http://www.hilfe-info.de)

The portal [www.hilfe-info.de](http://www.hilfe-info.de) helps victims of crime to find support and answers to important questions relating to criminal proceedings and also enables users to search for local counselling centres. Information on the website is available in Easy Read German and in English.

### *Victim-offender mediation*

Information on victim-offender mediation and on agencies conducting it near you can be found on the Internet, for example at

[www.toa-servicebuero.de](http://www.toa-servicebuero.de)

or also at

[www.bmj.de](http://www.bmj.de)

[www.recht-relaxed.de](http://www.recht-relaxed.de)



### *Nationwide victim assistance*

**Note:** In principle, victim assistance falls within the responsibility of the Länder. For reasons of space, we have limited ourselves to listing large victim assistance organisations operating at supraregional level and central nationwide telephone numbers.

#### *Federal Government Commissioner for Persons Affected by Terrorist and Extremist Attacks Committed on National Territory*

On 12 January 2022, Pascal Kober was appointed Federal Government Commissioner for Persons Affected by Terrorist and Extremist Attacks on National Territory.

The Commissioner is the personal contact for those affected by terrorist and extremist attacks in Germany. Within the framework of his possibilities, he can help, e. g. concerning questions of compensation or other concerns.

#### *Beauftragter der Bundesregierung für die Anliegen von Betroffenen von terroristischen und extremistischen Anschlägen im Inland Federal Government Commissioner for Persons Affected by Terrorist and Extremist Attacks Committed on National Territory*

Pascal Kober, Member of the German Bundestag

Federal Ministry of Justice

Mohrenstraße 37 · 10117 Berlin

Telephone: 0800 - 0009546

Telephone (from outside Germany): +49 (0)30 - 18580 8050

E-mail: [opferbeauftragter@bmj.bund.de](mailto:opferbeauftragter@bmj.bund.de)

#### *Unabhängiger Beauftragter für Fragen des sexuellen Kindesmissbrauchs Independent Commissioner for Child Sexual Abuse Issues (ICCSAI)*

Johannes-Wilhelm Rörig was appointed to the office of Independent Commissioner for Child Sexual Abuse Issues on 1 December 2011. The Independent Commissioner for Child Sexual Abuse Issues and his office have set up a help portal and telephone helpline for victims and their relatives.

### *Sexual Abuse Help Portal*

Internet: [www.hilfeportal-missbrauch.de](http://www.hilfeportal-missbrauch.de)

The Sexual Abuse Help Portal is the central federal portal for people who suffered sexual abuse in their childhood or adolescence.

Victims and their relatives can find counselling centres and available therapies in their immediate vicinity.

### *The nationwide Sexual Abuse Telephone Helpline*

The Sexual Abuse Telephone Helpline is the nationwide, free and anonymous contact point for victims of sexual violence and their relatives as well as for people from children's social environment, professionals and all interested parties.

Further information can be found at: [www.beauftragter-missbrauch.de](http://www.beauftragter-missbrauch.de)

Tel.: (0800) 2255 530

### *WEISSER RING e. V. Bundesgeschäftsstelle Support group for the victims of crime*

Weberstraße 16 · 55130 Mainz

Tel.: (06131) 8303-0 · Fax: (06131) 8303-45

E-mail: [info@weisser-ring.de](mailto:info@weisser-ring.de)

Internet: [www.weisser-ring.de](http://www.weisser-ring.de)

**Note:** WEISSER RING provides support for crime victims, with volunteers working in many branch offices nationwide. You can find your nearest WEISSER RING counselling centre on the WEISSER RING website.

WEISSER RING *nationwide victim support telephone: 116 006*

### *Arbeitskreis der Opferhilfen in Deutschland e. V. (ado) Association of victim support groups in Germany*

Oldenburger Straße 38 · 10551 Berlin

Tel.: (030) 39407780 · Fax: (030) 39407795

E-mail: [info@opferhilfen.de](mailto:info@opferhilfen.de)

Internet: [www.opferhilfen.de](http://www.opferhilfen.de)

**Note:** Professional social workers work in the counselling centres of the victim support organisations that are united within the Arbeitskreis der Opferhilfen.

*Bundesverband Psychosoziale Prozessbegleitung e.V.*  
*Federal Association of Psychosocial Support Services*

Lefèvrestraße 23 · 12161 Berlin  
 E-mail: [infobppev@gmail.com](mailto:infobppev@gmail.com)  
 Internet: [www.bpp-bundesverband.de](http://www.bpp-bundesverband.de)

**Note:** The Federal Association provides information on psychosocial support services. The location map enables you to contact local psychosocial support services.

*bff: Bundesverband Frauenberatungsstellen und Frauennotrufe –  
 Frauen gegen Gewalt e.V.*  
*Federal Association of Rape Crisis Centres and Women’s Counselling Centres*

Petersburgerstraße 94 · 10247 Berlin  
 Tel: (030) 32299500 · Fax: (030) 32299501  
 E-mail: [info@bv-bff.de](mailto:info@bv-bff.de)  
 Internet: [www.frauen-gegen-gewalt.de](http://www.frauen-gegen-gewalt.de)

*“Gewalt gegen Frauen”*  
*Nationwide support hotline for victims of violence against women*

This support hotline is run by the Federal Office of Family Affairs and Civil Society  
 Functions:  
 Tel.: (08000) 116016  
 Further information: [www.hilfetelefon.de](http://www.hilfetelefon.de)

## *Witness support and victim assistance in the Länder*

**Note:** There are a very large number of victim support organisations that are dedicated to providing care and counselling. It would go beyond the scope of this booklet to list them all here. In line with the objectives of this booklet, we have limited ourselves to providing information on witness support and on selected victim support organisations (most of which are supported by regional ministries of justice or operational nationwide) that have a large number of regional offices. There are also many other specialised organisations and also **police** victim protection units for crime victims. You can find out more about the victim assistance services provided in the different Federal Länder via the websites/links below.

### *Baden-Württemberg*

**Witness support units** have been set up at nearly all local and regional courts in Baden-Württemberg. You can find out the precise availability and extent of these services from the contact address of the relevant court registry indicated in the court summons.

You can also find more detailed information at <https://www.zeugininfo.de>

Baden-Württemberg has a coordination office for psychosocial support services. Aggrieved persons from anywhere in Baden-Württemberg can contact the PräventSozial coordination office concerning psychosocial support services. The coordination office provides local contacts to individual providers of psychosocial support services as required and support with applications for the assignment of a lawyer. The coordination offices can be contacted as follows:

#### ***PräventSozial Justiznahe Soziale Dienste gemeinnützige GmbH – Bewährungshilfe Stuttgart e.V.***

Neckarstraße 121 · 70190 Stuttgart

Tel.: (0711) 58533950

E-mail: [kontakt@zeugininfo.de](mailto:kontakt@zeugininfo.de)

Internet: <https://www.praeventsozial.de>

You will also find information on psychosocial support services in Baden-Württemberg at <https://oberlandesgericht-stuttgart.justiz-bw.de>.

*Victim support* services are available from WEISSER RING and specialised counselling centres.

***WEISSER RING e. V. Landesbüro Baden-Württemberg***

Eugensplatz 5 · 70184 Stuttgart

Tel.: (0711) 90713990 · Fax: (0711) 2360840

E-mail: [Baden-Wuerttemberg@weisser-ring.de](mailto:Baden-Wuerttemberg@weisser-ring.de)

Internet: <https://baden-wuerttemberg.weisser-ring.de>

The victim assistance foundation for Baden-Württemberg provides material support in individual cases:

***Landesstiftung Opferschutz Baden-Württemberg***

Augustenstraße 15 · 70178 Stuttgart

Tel.: (0711) 2846454 · Fax: (0711) 2847268

E-mail: [landesstiftung-opferschutz@arcor.de](mailto:landesstiftung-opferschutz@arcor.de)

Internet: <https://www.landesstiftung-opferschutz.de>

The Victim Commissioner of the Land Government of Baden-Württemberg can be contacted at the following address:

***Opferbeauftragter der Landesregierung Baden-Württemberg***

***Ministerium der Justiz und für Migration Baden-Württemberg***

Alexander Schwarz

Schillerplatz 4 · 70173 Stuttgart

Tel.: (0711) 279-2093

E-mail: [opferbeauftragter@jum.bwl.de](mailto:opferbeauftragter@jum.bwl.de)

Internet: <https://opferbeauftragter-bw.justiz-bw.de>

Other contacts and information on victim protection in Baden- Württemberg are available on the following website:

<https://www.justiz-bw.de>

## *Bavaria*

**Witness support units** have been set up at all local and regional courts in Bavaria. You can find out the precise availability and extent of these services from the contact address of the relevant court registry indicated in the court summons or on the website [www.justiz.bayern.de](http://www.justiz.bayern.de) under the header “Service”, subheader “Zeugenbetreuung” ([www.justiz.bayern.de/service/zeugenbetreuung/](http://www.justiz.bayern.de/service/zeugenbetreuung/)).

**Victim support** services are available from WEISSER RING and other specialised counselling centres.

### ***WEISSER RING e.V. Landesbüro Bayern-Nord***

Carl-Schüller-Straße 11 · 95444 Bayreuth

Tel.: (0921) 81401 · Fax: (0921) 81939

E-mail: [Bayern-Nord@weisser-ring.de](mailto:Bayern-Nord@weisser-ring.de)

### ***WEISSER RING e.V. Landesbüro Bayern-Süd***

Hilaria-Lechner-Straße 32 · 86690 Mertingen

Tel.: (09078) 89494 · Fax: (09078) 89496

E-mail: [Bayern-Sued@weisser-ring.de](mailto:Bayern-Sued@weisser-ring.de)

As well as the guarantees under the Crime Victims Compensation Act, victims of crimes in Bavaria can apply for financial support from the Bavarian victim assistance foundation Stiftung Opferhilfe Bayern. Further information is retrievable from the foundation’s website [www.opferhilfebayern.de](http://www.opferhilfebayern.de).

Other contacts and information on victim protection in Bavaria are available on the following websites:

[www.justiz.bayern.de/service/opferschutz/](http://www.justiz.bayern.de/service/opferschutz/)

[www.polizei.bayern.de/schuetzen-und-vorbeugen](http://www.polizei.bayern.de/schuetzen-und-vorbeugen)

[www.stmas.bayern.de/gewaltschutz/](http://www.stmas.bayern.de/gewaltschutz/)

## *Berlin*

Victim assistance services in Berlin can be found here:

### *Berlin portal for victims of crime*

With an overview of many assistance organisations, support services and further information for victims and witnesses, relatives and specialists

[www.hilfe-in-berlin.de](http://www.hilfe-in-berlin.de)

### *Opferhilfe Berlin e. V.*

Oldenburger Straße 38 · 10551 Berlin

Tel.: (030) 3952867 · Fax: (030) 39879959

E-mail: [info@opferhilfe-berlin.de](mailto:info@opferhilfe-berlin.de)

Internet: [www.opferhilfe-berlin.de](http://www.opferhilfe-berlin.de)

### *WEISSER RING e. V. Landesbüro Berlin*

Tel. (030) 8337060 · Fax: (030) 8339053

E-mail: [Berlin@weisser-ring.de](mailto:Berlin@weisser-ring.de)

Internet: [www.berlin.weisser-ring.de](http://www.berlin.weisser-ring.de)

The *Victim Commissioner of Land Berlin* is also available for people affected by crime in Berlin:

Roland Weber, Opferbeauftragter des Landes Berlin

Salzburger Straße 21–25 · 10825 Berlin

Tel.: (030) 9013 3454

E-mail: [info@opferbeauftragter-berlin.de](mailto:info@opferbeauftragter-berlin.de)

Internet: [www.berlin.de/sen/justv/beauftragte/opferbeauftragter/](http://www.berlin.de/sen/justv/beauftragte/opferbeauftragter/)

The Senate Department for Justice, Diversity and Anti-discrimination is the judicial agency responsible for victim protection.

### *Senatsverwaltung für Justiz, Vielfalt und Antidiskriminierung*

VB - Justizielle Opferhilfe und Zentrale Anlaufstelle für Betroffene von Terroranschlägen und deren Angehörige

### *Senate Department for Justice, Diversity and Anti-discrimination*

Judicial Victim Support Services and Central Contact Point for Victims of Terrorist Attacks and their Relatives

Salzburger Straße 21-25 · 10825 Berlin

Tel.: +49 (0)30 9013 3150

E-mail: [poststelle@senjustva.berlin.de](mailto:poststelle@senjustva.berlin.de)

Internet: [www.berlin.de](http://www.berlin.de)

### *Brandenburg*

**Witness support** in Brandenburg is provided by Opferhilfe Land Brandenburg. You can find out the precise availability and extent of the services from the contact address indicated in the court summons or on the website [www.mdj.brandenburg.de](http://www.mdj.brandenburg.de) under the header “Justiz” and “Service”, subheader “Opferschutz und Opferhilfe”, navigation point “Opferhilfeeinrichtungen” ([www.mdj.brandenburg.de](http://www.mdj.brandenburg.de)).

Victim support services in Brandenburg are provided by Opferhilfe Land Brandenburg, WEISSER RING and other specialised counselling centres.

### *Opferhilfe Land Brandenburg e. V.*

Jäger Straße 36 · 14467 Potsdam

Tel.: (0331) 2802725 · Fax: (0331) 6200750

E-mail: [potsdam@opferhilfe-brandenburg.de](mailto:potsdam@opferhilfe-brandenburg.de)

Internet: [www.opferhilfe-brandenburg.de](http://www.opferhilfe-brandenburg.de)

Counselling centres in Brandenburg an der Havel, Cottbus, Frankfurt (Oder), Neuruppin, Potsdam and Senftenberg

### *WEISSER RING e. V. Landesbüro Brandenburg*

Nansenstraße 12 · 14471 Potsdam

Tel.: (0331) 291273 · Fax: (0331) 292534

E-mail: [brandenburg@weisser-ring.de](mailto:brandenburg@weisser-ring.de)



Other contacts and information on victim protection in Brandenburg are available on the following website:

[www.mdj.brandenburg.de](http://www.mdj.brandenburg.de)

### *Bremen*

You can obtain information on **witness support** in Bremen from the contact address indicated in the court summons..

**Victim support services** are available from WEISSER RING and other specialised counselling centres.

#### ***WEISSER RING e. V. Landesbüro Bremen***

Sögestraße 47–51 · 28195 Bremen

Tel.: (0421) 323211 · Fax: (0421) 324180

E-mail: [Bremen@weisser-ring.de](mailto:Bremen@weisser-ring.de)

Internet: <https://bremen.weisser-ring.de>

#### ***Der Landesopferbeauftragte bei der Senatorin für Justiz und Verfassung Land Victim Commissioner at the Senator for Justice and Constitution***

Uwe Hellpap

Richtweg 16–22 · 28195 Bremen

Tel.: (0421) 361 2995

E-mail: [opferschutz@justiz.bremen.de](mailto:opferschutz@justiz.bremen.de)

Internet: [www.justiz.bremen.de](http://www.justiz.bremen.de)

Further information on advice and assistance for victims in Bremen is to be found on the website for Bremen [www.polizei.bremen.de](http://www.polizei.bremen.de) and for Bremerhaven at [www.polizei.bremerhaven.de](http://www.polizei.bremerhaven.de).

## *Hamburg*

The following organisation provides *witness support*:

### *Zeuginnen- und Zeugenbetreuung/Witness support*

Strafjustizgebäude, Zimmer 426 (penal justice building, room 426)

Sievekingplatz 3 · 20355 Hamburg

Tel.: (040) 428432724

E-mail: [lg.zeugenbetreuung@lg.justiz.hamburg.de](mailto:lg.zeugenbetreuung@lg.justiz.hamburg.de)

*Victim support services* in Hamburg are provided by Opferhilfe Hamburg, WEISSER RING and other specialised counselling centres.

### *Opferhilfe Hamburg e. V.*

Paul-Neumann-Platz 2-4 · 22765 Hamburg

Tel.: (040) 381993 · Fax: (040) 3895786

E-mail: [mail@opferhilfe-hamburg.de](mailto:mail@opferhilfe-hamburg.de)

Internet: [www.opferhilfe-hamburg.de](http://www.opferhilfe-hamburg.de)

### *WEISSER RING e. V. Landesbüro Hamburg*

Winterhuder Weg 31 · 22085 Hamburg

Tel.: (040) 2517680 · Fax: (040) 2504267

E-mail: [Lbhamburg@weisser-ring.de](mailto:Lbhamburg@weisser-ring.de)

### *Hamburgischer Opferbeauftragter für Opfer von Terror- und Großschadensereignisse und deren Angehörige/Hamburg Commissioner for victims of terrorist attacks and other major emergencies and their families*

Arne Dornquast

Adolph-Schönfelder-Straße 5 · 22083 Hamburg

Tel: (040) 42863-2011

E-mail: [hhob@soziales.hamburg.de](mailto:hhob@soziales.hamburg.de)

Internet: [www.hamburg.de/opferbeauftragter](http://www.hamburg.de/opferbeauftragter)

Other contacts and information on victim protection in Hamburg are available on the following website: [www.hamburg.de/opferschutz/](http://www.hamburg.de/opferschutz/)

## Hesse

*Witness support* and/or *victim assistance* is provided in Hesse by the following institutions:

### *Zeugenberatung beim Landgericht Frankfurt a. M.*

#### *Witness counselling at Frankfurt am Main Regional Court*

Hammelsgasse 1, Building E, first floor · 60313 Frankfurt a. M.

Tel.: (069) 13672636

E-mail: zeugenbetreuung@lg-frankfurt.justiz.hessen.de

### *Zeugenberatung beim Land- und Amtsgericht Limburg*

#### *Gebäude A, EG*

#### *Witness counselling at Limburg Regional and Local Court - Building A, ground floor*

Schiede 14 · 65549 Limburg

Tel.: (06431) 2908-116

### **DARMSTÄDTER HILFE**

#### *Beratung für Opfer und Zeugen in Südhessen e. V.*

#### *Counselling for victims and witnesses in southern Hesse*

Büdinger Straße 10 · 64289 Darmstadt

Tel.: (06151) 9714200 · Fax: (06151) 9714203

E-mail: info@darmstaedter-hilfe.de

Internet: www.darmstaedter-hilfe.de

### **FULDAER HILFE**

#### *Opfer- und Zeugenhilfe Fulda e. V.*

#### *Victim and witness assistance Fulda*

Gerloser Weg 20 (Zentrum Vital, first floor) · 36039 Fulda

Tel.: (0661) 90192470 · Fax: (0661) 90192477

E-mail: info@fuldaer-hilfe.de

Internet: www.fuldaer-hilfe.de

**KASSELER HILFE**

*Opfer- und Zeugenhilfe Kassel e. V. / Victim and witness assistance Kassel*

Wilhelmshöher Allee 101 · 34121 Kassel

Tel.: (0561) 282070 · Fax: (0561) 27664

E-mail: [info@kasseler-hilfe.de](mailto:info@kasseler-hilfe.de)

Internet: [www.kasseler-hilfe.de](http://www.kasseler-hilfe.de)

**GIESSENER HILFE**

*Opfer- und Zeugenhilfe Gießen e. V. / Victim and witness assistance Gießen*

Ostanlage 21 · 35390 Gießen

Tel.: (0641) 972250 · Fax: (0641) 9722516

E-mail: [info@giessener-hilfe.de](mailto:info@giessener-hilfe.de)

Internet: [www.giessener-hilfe.de](http://www.giessener-hilfe.de)

*Trauma- und Opferzentrum Frankfurt am Main e. V.*

*Trauma and victim centre Frankfurt am Main*

Zeil 81 (entrance on Holzgraben) · 60313 Frankfurt/Main

Tel.: (069) 21655828 · Fax: (069) 21655645

E-mail: [info@trauma-undopferzentrum.de](mailto:info@trauma-undopferzentrum.de)

Internet: [www.trauma-undopferzentrum.de](http://www.trauma-undopferzentrum.de)

**HANAUER HILFE e. V.**

*Beratung für Opfer und Zeugen von Straftaten*

*Counselling for victims and witnesses of crime*

Salzstraße 11 · 63450 Hanau

Tel.: (06181) 24871 · Fax: (06181) 24875

E-Mail: [kontakt@hanauer-hilfe.de](mailto:kontakt@hanauer-hilfe.de)

Internet: [www.hanauer-hilfe.de](http://www.hanauer-hilfe.de)

**Opferhilfe Limburg-Weilburg e. V.**

P.O Box 1513 · 65534 Limburg a. d. Lahn

Tel.: (06431) 45045

E-mail: [kontakt@opferhilfe-limburg-weilburg.de](mailto:kontakt@opferhilfe-limburg-weilburg.de)

Internet: [www.opferhilfe-limburg-weilburg.de](http://www.opferhilfe-limburg-weilburg.de)

**WIESBADENER HILFE****Opfer- und Zeugenhilfe Wiesbaden e. V.****Victim and witness assistance Wiesbaden**

Marktstraße 32 · 65183 Wiesbaden

Tel.: (0611) 3082324 · Fax: (0611) 3082326

E-mail: [info@wiesbadener-hilfe.de](mailto:info@wiesbadener-hilfe.de)Internet: [www.wiesbadener-hilfe.de](http://www.wiesbadener-hilfe.de)**Beauftragte der Hessischen Landesregierung für Opfer von schweren Gewalttaten und Terroranschlägen****Victim Commissioner of the Hesse Land Government for victims of serious acts of violence and terrorist attacks**

Professor Daniela Birkenfeld

Bleichstraße 6 · 60313 Frankfurt am Main

Tel.: (0611) 32142835

E-mail: [opferbeauftragte@hmdj.hessen.de](mailto:opferbeauftragte@hmdj.hessen.de)**WEISSER RING e. V. Landesbüro Hessen**

Schwalbacher Straße 54 · 65760 Eschborn

Tel.: (06196) 969698-0 · Fax: (06196) 969698-20

E-mail: [hessen@weisser-ring.de](mailto:hessen@weisser-ring.de)

You can find out the precise availability and extent of the witness support services from the contact address indicated in the court summons.

Other contacts and information on victim protection in Hesse are available on the following website: [www.justizministerium.hessen.de](http://www.justizministerium.hessen.de) under the header “Prävention” under the navigations point “Opferschutz” ([www.justizministerium.hessen.de/praevention/opferschutz](http://www.justizministerium.hessen.de/praevention/opferschutz)).

You can find helpful information on psychosocial support services during proceedings under the heading “Psychosoziale Prozessbegleitung” on the website <https://ordentliche-gerichtsbarkeit.hessen.de>.

## *Mecklenburg-Western Pomerania*

### *Die Beauftragter der Justiz für die Opferhilfe in Mecklenburg-Vorpommern Justice Commissioner for Victim Support in Mecklenburg-Western Pomerania*

Marc Quintana Schmidt

Haus der Justiz

August-Bebel-Straße 15 · 18055 Rostock

Tel.: (0381) 2412000

and

Justizzentrum Stralsund

Frankendamm 17 · 18439 Stralsund

Tel.: (03831) 205 0 and 205 234

E-mail: [opferhilfe@mv-justiz.de](mailto:opferhilfe@mv-justiz.de)

Internet: [www.mv-justiz.de/opferhilfe](http://www.mv-justiz.de/opferhilfe)

In MecklenburgWestern Pomerania, *witness information points* have been set up at the regional courts. You can find out the precise availability and extent of the witness support services from the contact address indicated in the court summons or on the website [www.regierung-mv.de](http://www.regierung-mv.de) under the header “Justizministerium”, navigation point “Zuständigkeiten”, subheader “Justiz”, subheader “Opferschutz” under “Weitere Informationen zum Thema”, subheader “Beratung”, and then “Zeugeninformationsstellen” ([www.regierung-mv.de/Landesregierung/jm/Zustaendigkeiten/justiz/Opferschutz/BeratungfuerBetroffenevonStraftaten](http://www.regierung-mv.de/Landesregierung/jm/Zustaendigkeiten/justiz/Opferschutz/BeratungfuerBetroffenevonStraftaten)).

*Victim assistance* in Mecklenburg-Western Pomerania is provided by Opferhilfe Mecklenburg-Western Pomerania, WEISSER RING and other specialised professional counselling agencies.

### *Opferhilfe Mecklenburg-Vorpommern*

Schröderstraße 22 · 18055 Rostock

Tel.: (0381) 4907460 · Fax: (0381) 4907462

E-mail: [info@opferhilfe-mv.de](mailto:info@opferhilfe-mv.de)

Internet: [www.opferhilfe-mv.de](http://www.opferhilfe-mv.de)

With counselling centres in Ludwigslust, Rostock, Parchim, Waren (Müritz) and Wismar (and cooperation partners in Greifswald and Schwerin)

*WEISSER RING e. V. Landesbüro Mecklenburg-Vorpommern*

Magdeburger Straße 10a · 19063 Schwerin

Tel.: (0385) 5007660 · Fax: (0385) 5007661

E-mail: Mecklenburg-Vorpommern@weisser-ring.de

Internet: mecklenburg-vorpommern.weisser-ring.de

*Interventionsstelle gegen häusliche Gewalt und Stalking*

*Intervention centre against domestic violence and stalking*

Helmut-Just-Straße 4 · 17036 Neubrandenburg

Tel.: (0395) 5584384

E-mail: interventionsstelle-nb@web.de

*Interventionsstelle gegen häusliche Gewalt und Stalking*

*Intervention centre against domestic violence and stalking*

Heiligengeisthof 3 · 18055 Rostock

Tel.: (0381) 4582938

E-mail: interventionsstelle.rostock@stark-machen.de

*Interventionsstelle gegen häusliche Gewalt und Stalking*

*Intervention centre against domestic violence and stalking*

Platz der Jugend 8 · 19053 Schwerin

Tel.: (0385) 52190541

E-mail: interventionsstelle-vg@t-online.de

*Interventionsstelle gegen häusliche Gewalt und Stalking*

*Intervention centre against domestic violence and stalking*

Mühlentrift 4 · 17438 Wolgast

Tel.: (03836) 2372700

E-mail: interventionsstelle-vg@t-online.de

*Interventionsstelle gegen häusliche Gewalt und Stalking*

*Intervention centre against domestic violence and stalking*

Jungfernstieg 14 · 18439 Stralsund

Tel.: (03831) 307750

E-mail: interventionsstelle.stralsund@stark-machen.de

*ZORA-Fachberatungsstelle für Betroffene von Menschenhandel zum Zwecke der sexuellen Ausbeutung und Zwangsverheiratung (ZORA)*

*Special counselling centre for victims of human trafficking and forced marriage*

PF: 110 134 · 19001 Schwerin

Tel.: (0385) 52190542 · Mobile: (0174) 9207561

E-mail: [Zora@awo-schwerin.de](mailto:Zora@awo-schwerin.de)

In Mecklenburg-Western Pomerania, psychosocial support services are available in every regional court district. Contact details can be retrieved via the [www.regierung-mv.de](http://www.regierung-mv.de) website under the header “Ministerium im Blick”.

Other contacts and information on victim protection in Mecklenburg-Western Pomerania are available on the following websites:

[www.regierung-mv.de](http://www.regierung-mv.de)

[www.polizei.mvnet.de](http://www.polizei.mvnet.de)

### *Lower Saxony*

*Landesbeauftragter für Opferschutz in Niedersachsen*

*Land Commissioner for Victim Protection in Lower Saxony*

Thomas Pfeleiderer

Geschäftsstelle

Am Waterlooplatz 1 · 30169 Hannover

Tel.: (0511) 120-8737

E-mail: [opferschutzbeauftragter@mj.niedersachsen.de](mailto:opferschutzbeauftragter@mj.niedersachsen.de)

Internet: [www.mj.niedersachsen.de](http://www.mj.niedersachsen.de)

**Support** for victims and witnesses of victims in Lower Saxony is provided by the victim assistance offices of Stiftung Opferhilfe Niedersachsen. You can find out the precise availability and extent of the services offered from the contact address indicated in the court summons or on the website [www.opferhilfe.niedersachsen.de](http://www.opferhilfe.niedersachsen.de). You can also find an up-to-date list of contact information for victim assistance offices on the website.



As well as victim assistance offices, the coordinating office for psychosocial support services offers further information on support services for aggrieved witnesses in criminal proceedings. You can find further information on psychosocial support services during proceedings as well as the contact details of recognised psychosocial support services in Lower Saxony on the website [www.justizportal.niedersachsen.de/Prozessbegleitung](http://www.justizportal.niedersachsen.de/Prozessbegleitung).

**Victim support** services are available from the victim support offices of the Landesstiftung Opferhilfe Niedersachsen, WEISSER RING and other specialised counselling centres.

**Stiftung Opferhilfe Niedersachsen:** Offices in Aurich, Braunschweig, Bückeburg, Göttingen, Hannover, Hildesheim, Lüneburg, Oldenburg, Osnabrück, Stade and Verden.

**Note:** You can find an up-to-date list of contact information for victim assistance offices on the [www.opferhilfe.niedersachsen.de](http://www.opferhilfe.niedersachsen.de) website. Click on the header “Hilfe für Betroffene” and then “Opferhilfebüros”.

**Stiftung Opferhilfe Niedersachsen**  
**c/o Oberlandesgericht Oldenburg**

Geschäftsführung

Mühlenstraße 5 · 26122 Oldenburg

Tel.: (0441) 2201111

E-mail: [Opferhilfe@justiz.niedersachsen.de](mailto:Opferhilfe@justiz.niedersachsen.de)

Internet: [www.opferhilfe.niedersachsen.de](http://www.opferhilfe.niedersachsen.de)

**Koordinierende Stelle der psychosozialen Prozessbegleitung in Niedersachsen**  
**Coordinating office of psychosocial support services in Lower Saxony**

Am Waterlooplatz 1 · 30169 Hannover

Tel.: (0511) 120-8728 · Fax: (0511) 120-8738

E-mail: [MJH-KoordinierungsstelleProbe@mj.niedersachsen.de](mailto:MJH-KoordinierungsstelleProbe@mj.niedersachsen.de)

***WEISSER RING e.V. Landesbüro Niedersachsen***

Georgswall 3 · 30159 Hannover

Tel.: (0511) 799997 · Fax: (0511) 755556

E-mail: niedersachsen@weisser-ring.de

***Fachstelle Opferschutz***

Specialist Unit Victim Protection

Niedersächsisches Landespräventionsrat

Niedersächsisches Justizministerium

Internet: [www.opferschutz-niedersachsen.de](http://www.opferschutz-niedersachsen.de)

Tel.: (0511) 1208730

Other contacts and information on victim protection in Lower Saxony are available on the following websites: [www.opferhilfe.niedersachsen.de](http://www.opferhilfe.niedersachsen.de) and [www.ms.niedersachsen.de](http://www.ms.niedersachsen.de) under the heading “Frauen und Gleichstellung” > “Gewalt gegen Frauen“ > “Gewaltberatungsstellen“ > “Beratung und Unterstützung“.

***North Rhine-Westphalia***

The Victim Protection Commissioner for the State of North-Rhine-Westphalia is the single point of contact for victims of crime and violence and people close to them.

***Beauftragte für den Opferschutz des Landes Nordrhein-Westfalen******Victim Protection Commissioner for the State of North-Rhine-Westphalia***

Elisabeth Auchter-Mainz

Reichenspergerplatz 1 · 50670 Köln

E-mail: [poststelle@opferschutzbeauftragte.nrw.de](mailto:poststelle@opferschutzbeauftragte.nrw.de)

Hotline telephone no.: (0221) 3990 9964

Internet: [www.justiz.nrw.de/BS/opferschutz/opferschutzbeauftragte/index.php](http://www.justiz.nrw.de/BS/opferschutz/opferschutzbeauftragte/index.php)

***Witness support*** units have been set up at almost all local and regional courts in North Rhine-Westphalia. You can find out the precise availability and extent of the witness support services from the contact address indicated in the court summons.

In North Rhine-Westphalia, there is also extensive provision of psychosocial support services. You can find further information and contact addresses on the website [www.justiz.nrw.de](http://www.justiz.nrw.de) under the header “Bürgerservice”, subheader “Psychosoziale Prozessbegleitung” ([www.justiz.nrw.de/BS/opferschutz/psychosoz\\_prozessbegl/index.php](http://www.justiz.nrw.de/BS/opferschutz/psychosoz_prozessbegl/index.php)).

*Victim support* services in North Rhine-Westphalia are provided by WEISSER RING and by specialised counselling centres.

***WEISSER RING e. V. Landesbüro NRW/Rheinland***

Marienstraße 1 · 52351 Düren

Tel.: (02421) 16622 · Fax: (02421) 10299

E-mail: [Lbnrwrheinland@weisser-ring.de](mailto:Lbnrwrheinland@weisser-ring.de)

***WEISSER RING e. V. Landesbüro NRW/Westfalen-Lippe***

Alte Benninghofer Straße · 44263 Dortmund

Tel.: (0231) 98194850 · Fax: (0231) 98194849

E-mail: [Lbnrwlippe@weisser-ring.de](mailto:Lbnrwlippe@weisser-ring.de)

Many counselling centres in North Rhine-Westphalia offer support tailored to victims’ individual situation. By entering a postcode on the victim protection portal of the State of North Rhine-Westphalia ([www.opferschutzportal.nrw](http://www.opferschutzportal.nrw)) you can easily find counselling centre services near you to meet your needs.

Other contacts and information on victim protection in North Rhine-Westphalia are available on the following websites: [www.justiz.nrw.de](http://www.justiz.nrw.de) (under the header “Bürgerservice”, subheader “Opferschutz”) and [www.polizei-beratung.de/opferinformationen](http://www.polizei-beratung.de/opferinformationen).

## *Rhineland-Palatinate*

### *Opferbeauftragter der Landesregierung Rheinland-Pfalz*

#### *Victim Commissioner for the Land Government of Rhineland-Palatinate*

Detlef Placzek

Rheinallee 97-101 · 55118 Mainz

Tel.: 06131 967-100

E-mail: [opferbeauftragter@lsjv.rlp.de](mailto:opferbeauftragter@lsjv.rlp.de)

Internet: [www.rlp.de](http://www.rlp.de)

**Note:** The Victim Commissioner for the Land Government is the single point of contact and support for victims of natural disasters, terrorist attacks and major accidents, but not the contact for all victims of crime.

**Witness contact** units have been set up at all courts and public prosecution offices in the State of Rhineland-Palatinate. You can find further information on their services, tasks and contact details on your summons and on the Ministry of Justice website [www.jm.rlp.de](http://www.jm.rlp.de) under the header “Themen” section, subheader “Opferschutz”, navigation point “Zeugenkontaktstellen”.

You can also find contact information and contacts on the website of the relevant court or public prosecution office on the website [www.jm.rlp.de](http://www.jm.rlp.de).

**Victim support** services in Rhineland-Palatinate (see also [www.opferschutz.rlp.de](http://www.opferschutz.rlp.de)) are provided by WEISSER RING and specialised counselling centres.

### *WEISSER RING e. V. Landesbüro Rheinland-Pfalz*

Große Bleiche 31-33 · 55116 Mainz

Tel.: (06131) 6007311 · Fax: (06131) 6007441

E-mail: [Lbrheinlandpfalz@weisser-ring.de](mailto:Lbrheinlandpfalz@weisser-ring.de)

### *Internationaler Bund e. V. Projekt „psychosoziale/sozialpädagogische Zeugenbegleitung“*

Erthalstraße 2 · 55118 Mainz

Tel.: (06131) 672972

The Landesstiftung provides material support in individual cases:

***Stiftung Rheinland-Pfalz für Opferschutz***  
***Foundation Rhineland-Palatinate for Victim Protection***  
 Ernst-Ludwig-Straße 3 · 55116 Mainz  
 Tel.: (06131) 16-4881 or 16-5812 · Fax: (06131) 16-4887  
 E-mail: [Stiftung.Opferschutz@jm.rlp.de](mailto:Stiftung.Opferschutz@jm.rlp.de)

Other contacts and information on victim protection in Rhineland-Palatinate are available on the following websites:

[www.jm.rlp.de](http://www.jm.rlp.de)  
[www.opferschutz.rlp.de](http://www.opferschutz.rlp.de)  
[www.polizei.rlp.de](http://www.polizei.rlp.de)  
[www.mffki.rlp.de](http://www.mffki.rlp.de)

### *Saarland*

***Beauftragte für kindgerechte Justiz und Opferschutz beim Ministerium der Justiz des Saarlandes***

***Commissioner for Child-Friendly Justice and Victim Protection at the Saarland Ministry of Justice***

Agata Schubert  
 Franz-Josef-Röder-Straße 17 · 66119 Saarbrücken  
 E-mail: [opferschutz@justiz.saarland.de](mailto:opferschutz@justiz.saarland.de)  
 Internet: [www.saarland.de](http://www.saarland.de)  
 Tel.: 0681 5017587

***Witness counselling*** and support in the Saarland are provided by the Kompetenzzentrum der Justiz für ambulante Resozialisierung und Opferhilfe (KARO) (Judiciary Competence Centre for Out-Patient Resocialisation and Victim Assistance). You can find out the precise extent of the services and their availability from the contact address indicated in the court summons, on the information hotline for witnesses (0681) 501-5050, or on the Internet at [www.saarland.de](http://www.saarland.de) by clicking on the header “Politik und Verwaltung”, then on “Weitere Behörden im Überblick”, then “Kompetenzzentrum der Justiz ...” or more quickly using the following link: [www.saarland.de/karo/DE/home/home\\_node.html](http://www.saarland.de/karo/DE/home/home_node.html)

Victim support services in Saarland are also provided by WEISSER RING and specialised counselling centres.

***WEISSER RING e.V. Landesbüro Saarland***

Halbergstraße 44 · 66121 Saarbrücken

Tel.: (0681) 67319 · Fax: (0681) 638514

E-mail: [Lbsaarland@weisser-ring.de](mailto:Lbsaarland@weisser-ring.de)

Further addresses and information on victim protection in Saarland is available on the following website: [www.opferschutz.saarland.de](http://www.opferschutz.saarland.de).

***Saxony***

Psychosocial support services/support services for witnesses can be provided by Opferhilfe Sachsen e. V. in all Saxon regional court districts. You can find out the precise availability and extent of the witness support services from the contact address indicated in the court summons.

***Victim support*** services in Saxony are provided by the Saxon State Government, Opferhilfe Sachsen, WEISSER RING and specialised counselling centres.

***Opferbeauftragte der Sächsischen Staatsregierung***

***Victim Commissioner of the Government of the Free State of Saxony***

Iris Kloppich

Geschäftsstelle, Albertstraße 10 · 01097 Dresden

Tel.: 0351-564 55080, 0351-564 55081

Emergency telephone: 0351-564 55099 (only during office hours)

Fax: 0351-4510055089

E-mail: [opferbeauftragte@sms.sachsen.de](mailto:opferbeauftragte@sms.sachsen.de)

Internet: [www.sms.sachsen.de/opferbeauftragte.html](http://www.sms.sachsen.de/opferbeauftragte.html)

### *Opferhilfe Sachsen e. V.*

(Offices in in Bautzen, Chemnitz, Dresden, Görlitz, Leipzig, Pirna, Plauen, Zwickau and a mobile service for northern Saxony),  
Geschäftsstelle, Heinrichstraße 12 · 01097 Dresden  
Tel.: (0351) 811 38 98 · Fax: (0351) 810 81 91  
E-mail: [gfma@opferhilfe-sachsen.de](mailto:gfma@opferhilfe-sachsen.de)

### *WEISSER RING e. V. Landesbüro Sachsen*

(20 branches throughout Saxony: [www.weisserring.de](http://www.weisserring.de))  
Burckhardtstraße 1 · 01307 Dresden  
Tel.: +49 351 850 744 96 · Fax: +49 351 850 744 98  
E-mail: [Sachsen@weisser-ring.de](mailto:Sachsen@weisser-ring.de)

Other contacts and information on victim protection in Saxony are available on the website [www.justiz.sachsen.de](http://www.justiz.sachsen.de) under the header “Service”, subheader “Opferhilfe” ([www.justiz.sachsen.de/content/2956.htm](http://www.justiz.sachsen.de/content/2956.htm)).

### *Saxony-Anhalt*

#### *Landesopferbeauftragte Sachsen-Anhalt*

#### *Land Victim Commissioner Saxony-Anhalt*

Dr. Gabriele Theren

Ministry of Justice and Consumer Protection

Single point of contact for victims and their relatives in cases of terrorism and other major incidents caused by criminal offences

Postal address: Domplatz 2-4 · 39104 Magdeburg

Headquarters: Halberstädter Straße 8 (north-eastern entrance) · 39112 Magdeburg

Tel.: +49 (391) 567-6266

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Ministry of Justice and Consumer Protection of Land Saxony-Anhalt

Domplatz 2-4 · 39102 Magdeburg

Telephone: 0391 5676165

E-mail: [opferhilfe@sachsen-anhalt.de](mailto:opferhilfe@sachsen-anhalt.de)

**Witness support** in Saxony-Anhalt is provided by the Soziale Dienst der Justiz (Judiciary Social Service). Witness support rooms, with regular office hours, are available at the Magdeburg, Dessau-Roßlau and Halle Regional Courts as well as at Magdeburg Local Court. You can find out the precise availability and extent of the witness support services from the contact address indicated in the court summons or on the website [www.sachsen-anhalt.de](http://www.sachsen-anhalt.de) under “Direkt zu den Ministerien” under “Ministerium für Justiz und Verbraucherschutz”, navigation point “Justiz” under the header “Sozialer Dienst der Justiz”.

**Witness support** is also offered at Halberstadt, Wernigerode and Quedlinburg Local Courts, and in Merseburg as required; no regular office hours at these courts. The victim counsellor can be contacted via the following e-mail address: [soz-dienst.hbs@justiz.sachsen-anhalt.de](mailto:soz-dienst.hbs@justiz.sachsen-anhalt.de).

***WEISSER RING e. V. Landesbüro Sachsen-Anhalt***

Martinsstraße 28 · 06108 Halle

Tel.: (0345) 2902520 · Fax: (0345) 4700755

E-mail: [lbsachsenanhalt@weisser-ring.de](mailto:lbsachsenanhalt@weisser-ring.de)

For further specialised counselling centres, please refer to the victim information sheet for Land Saxony-Anhalt. This and other information on victim rights can be downloaded here: [www.mj.sachsen-anhalt.de/themen/opferschutz/](http://www.mj.sachsen-anhalt.de/themen/opferschutz/).



## *Schleswig-Holstein*

### *Opferschutzbeauftragte des Landes Schleswig-Holstein*

#### *Victim Protection Commissioner of the State of Schleswig-Holstein*

Ulrike Stahlmann-Liebelt

Can be contacted at the following address:

Zentrale Anlaufstelle für Opfer von Straftaten und deren Angehörige

Ministerium für Justiz und Gesundheit

Single point of contact for victims and their relatives

Ministry of Justice and Health

Lorentzendam 35 · 24103 Kiel

Tel.: (0431) 9883763

E-mail: [zentreanlaufstelle@jumi.landsh.de](mailto:zentreanlaufstelle@jumi.landsh.de)

Internet: [www.schleswig-holstein.de/opferschutz](http://www.schleswig-holstein.de/opferschutz)

*Victim support* services in Schleswig-Holstein are provided by the Landesstiftung Opferschutz, WEISSER RING and specialised counselling centres.

### *Landesstiftung Opferschutz Schleswig-Holstein*

Geschäftsstelle, Zum Brook 4 · 24143 Kiel

Tel.: (0431) 5602 29

E-mail: [info@stiftung-opferschutz-sh.de](mailto:info@stiftung-opferschutz-sh.de)

Internet: [www.stiftung-opferschutz-sh.de](http://www.stiftung-opferschutz-sh.de)

### *WEISSER RING e. V. Landesbüro Schleswig-Holstein*

Wallstraße 36 · 24768 Rendsburg

Tel.: (04331) 4349909 · Fax: (04331) 4349834

E-mail: [Schleswig-Holstein@weisser-ring.de](mailto:Schleswig-Holstein@weisser-ring.de)

### *Landes-Arbeitsgemeinschaft der freien Wohlfahrtsverbände Schleswig-Holstein e. V.*

Geschäftsstelle, Falckstraße 9 · 24103 Kiel

Tel.: (0431) 336075

E-mail: [kontakt@lag-sh.de](mailto:kontakt@lag-sh.de)

*Central contact of the Landesarbeitsgemeinschaft Psychosoziale Prozessbegleitung  
Schleswig-Holstein*

*Land Association of Psychosocial Support Services in Schleswig-Holstein*

Contact:

Iris Ebert

Verein für Jugendhilfe und Soziales Pinneberg e.V.

Bahnhofstr. 2c · 25421 Pinneberg

Tel.: (01520) 897 6924

E-mail: [prozessbegleitung@ju-pi.de](mailto:prozessbegleitung@ju-pi.de)

Further information on psychosocial support services is available at

<https://www.schleswig-holstein.de>.

Other contacts and information on victim protection in Schleswig Holstein are available on the website [www.schleswig-holstein.de/opferschutz](http://www.schleswig-holstein.de/opferschutz).

*Thuringia*

Specially-trained contact persons for witness support are available at all Thuringian regional and local courts. They answer general questions on witnesses' rights and obligations and on the course of proceedings. They give guidance on the assistance that may be provided by special victim support organisations and psychosocial support services. They can arrange for someone to accompany you to the courtroom and child care if required. Upon request, they can arrange for a meeting between witnesses and defendants outside the hearing to be avoided. The point of contact for witness support can be reached by calling the telephone numbers given in the witness summons or the central access number of the court concerned.

Victim support services in Thuringia are provided by WEISSER RING and specialised counselling centres.

*WEISSER RING e. V. Landesbüro Thüringen*

Michaelisstraße 24 · 99084 Erfurt

Tel.: (0361) 3464646 · Fax: (0361) 3464647

E-mail: [thueringen@weisser-ring.de](mailto:thueringen@weisser-ring.de)

Internet: [thueringen.weisser-ring.de](http://thueringen.weisser-ring.de)

The contact point for victims and family members of terrorist attacks and massacres is as follows:

***Thüringer Staatskanzlei/Thuringia State Chancellery***

Regierungsstraße 73 · 99084 Erfurt

Tel.: (0361) 573211150 · Fax: (0361) 571211015

E-mail: [buergeranliegen@tsk.thueringen.de](mailto:buergeranliegen@tsk.thueringen.de)

Internet: [www.staatskanzlei-thueringen.de/kontakt-betroffene-terror-amok](http://www.staatskanzlei-thueringen.de/kontakt-betroffene-terror-amok)

Further information on victim protection in Thuringia (contact addresses and services) is available on the website [www.justiz.thueringen.de/themen/opferhilfeundopferschutz](http://www.justiz.thueringen.de/themen/opferhilfeundopferschutz).

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***Austria***

Stauffenbergstraße 1 · 10785 Berlin

Tel.: (030) 202870

***Czech Republic***

Wilhelmstraße 44 · 10117 Berlin

Tel.: (030) 226380

***Belgium***

Jägerstraße 52–53 · 10117 Berlin

Tel.: (030) 206420

***Denmark***

Rauchstraße 1 · 10787 Berlin

Tel.: (030) 50502000

***Bulgaria***

Mauerstraße 11 · 10117 Berlin

Tel.: (030) 2010922

***Estonia***

Hildebrandstraße 5 · 10785 Berlin

Tel.: (030) 25460600

***Croatia***

Ahornstraße 4 · 10787 Berlin

Tel.: (030) 21915514

***Finland***

Rauchstraße 1 · 10787 Berlin

Tel.: (030) 505030

***Cyprus***

Kurfürstendamm 182 · 10707 Berlin

Tel.: (030) 3086830

***France***

Pariser Platz 5 · 10117 Berlin

Tel.: (030) 590039000

***Greece***

Jägerstraße 54–55 · 10117 Berlin

Tel.: (030) 206260

***Hungary***

Unter den Linden 76 · 10117 Berlin

Tel.: (030) 203100

***Ireland***

Jägerstraße 51 · 10117 Berlin

Tel.: (030) 220720

***Italy***

Hiroshimastraße 1–7 · 10785 Berlin

Tel.: (030) 254400

***Latvia***

Reinerzstraße 40–41 · 14193 Berlin

Tel.: (030) 82600222

***Lithuania***

Charitéstraße 9 · 10117 Berlin

Tel.: (030) 8906810

***Luxembourg***

Klingelhöferstraße 7 · 10785 Berlin

Tel.: (030) 2639570

***Malta***

Klingelhöferstraße 7, Tiergartendreieck  
Block 4 · 10785 Berlin

Tel.: (030) 2639110

***Netherlands***

Klosterstraße 50 · 10179 Berlin

Tel.: (030) 209560

***Poland***

Lassenstraße 19–21 · 14193 Berlin

Tel.: (030) 223130

***Portugal***

Zimmerstraße 56 · 10117 Berlin

Tel.: (030) 590063500

***Romania***

Dorotheenstraße 62–66 · 10117 Berlin

Tel.: (030) 212390

***Slovakia***

Hildebrandstraße 25 · 10785 Berlin

Tel.: (030) 8892620

***Slovenia***

Hausvogteiplatz 3–4 · 10117 Berlin

Tel.: (030) 2061450

***Spain***

Lichtensteinallee 1 · 10787 Berlin

Tel.: (030) 254007100

***Sweden***

Rauchstraße 1 · 10787 Berlin

Tel.: (030) 505060

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