

# **INTERNATIONAL INSTITUTE OF HUMANITARIAN LAW**

**SANREMO, ITALY**



**INTERNSHIP INFORMATION PACKAGE**

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## INTERNATIONAL INSTITUTE OF HUMANITARIAN LAW INTERNSHIP PACKAGE



The Institute accepts Interns on an ad hoc basis, based on the amount of work available and standard and skills displayed by the applicant in their internship application. We have accepted applicants from all over the world including Germany, France, Iran, Australia, UK, Austria, Switzerland, Belgium, Japan, Italy, Brazil, Kyrgyzstan, Poland, Spain, South Korea, The Netherlands, Thailand and Senegal. This package has been specially prepared for individuals commencing internships with the IIHL and will cover some of the basic information you will need in relation to the following:

- **The Institute**
- **Internship Programme**
- **Practical Information**
- **Country Information**

This package has been prepared for you as a guide. However, if you have questions or require clarification on a particular matter, please do not hesitate to contact the IIHL internship coordinator:

Mr. Gian Luca Beruto  
Telephone: +39 0184 541 848  
Email: [gianluca@iihl.org](mailto:gianluca@iihl.org)



## THE INSTITUTE

The International Institute of Humanitarian Law (IIHL) is an independent and non-profit organisation. The main purpose of the Institute is to teach International Humanitarian Law, Human Rights and Refugee Law. It has a well-developed training programme for military personnel, lawyers, officials from governments and non-governmental organisations and other interested parties. It aims to promote the development, application and dissemination of international humanitarian law in all its dimensions, thus contributing to the safeguard and respect of human rights and fundamental freedoms throughout the world.

### GENERAL SUMMARY

**Founded:** In Sanremo in 1970

**Areas of Focus:** International Humanitarian Law, Law of Armed Conflict, Human Rights Law, Refugee Law, Military Law/Warfare

**Activities:** Interorganizational cooperation, Educational Courses and Seminars, Summer Course in International Humanitarian Law

**Languages of the Institute:** English and Italian. Courses run in English, French, Spanish, with special speaking language classes in Chinese, Arabic, Russian

**Institutional Relations:** United Nations, UNESCO, UNHCR, Council of Europe, ICRC, International Organization for Migration, EU, International Federation of Red Cross and Red Crescent Societies

### PROJECTS

#### Publications and Research

One of the main tasks of the IIHL is to promote research in the field of humanitarian law. Complex legal problems require detailed analysis, therefore, the IIHL has become a centre for study and research for its members, experienced human rights professionals, post-graduate students and cadets from military academies. The International Institute of Humanitarian Law realised the necessity of publishing the results of its research activities to promote the dissemination of humanitarian law and to mobilise as wide a circle of people and institutions as possible in supporting its efforts in the humanitarian field. In addition to the publications and studies that the Institute releases, it also publishes a quarterly Newsletter, an information bulletin and an annual Activity Report.

Some publications (published and unpublished) produced by the Institute have included:

- Sanremo Manual on International Law applicable to Armed Conflicts at Sea (1995)
- Terrorism and International Law: Challenges and Responses (2003)
- Humanitarian Protection in Non-International Armed Conflicts- still in preparation
- International Humanitarian Law and the other Legal Regimes: Interplay in Situations of Violence (2005) – still in preparation

#### Seminars and Courses

The Institute has built an excellent reputation based primarily on its specialist course delivery, running a number of courses and seminars annually for Military personnel, NGO's and other interested persons. The Institute has a number of teaching staff who plan the programme and run the courses, often held at the headquarters of the Institute, in San Remo.

The courses provide a forum for discussion and also encourage dialogue among governments, organisations, institutions and individual experts concerned with humanitarian

issues. The courses have also been designed to demonstrate how the law of human rights, humanitarian law and refugee law are all interrelated and interdependent.

As an intern, you may be involved in assisting the Institute in running these courses and you may attend the courses where the opportunity arises. Some of the courses that are run annually are:

**Military Course:** This course has become the flagship course of the Institute. It has been developed to cover ten working days and today it is held in English, French, Spanish, with special classes in Arabic, Chinese and Russian. Developed primarily for military personnel, there are several courses focussing on various military operations from the law of war point of view, on how to plan and integrate law of armed conflict training with the military education on peace operations and human rights issues relevant to armed, security and police forces. The International teaching staff is composed of experienced senior officers and military lawyers from all over the world. Besides the teaching staff, a number of lecturers from the ICRC, UNHCR, ICC, ICTY, various universities and organisations deliver lectures.

**Refugee Course:** The course on International Refugee Law has been organised through co-operation with the UNHCR and with the support of the Swiss Federal Office for Migration, the US State Department (Bureau of Population, Refugees and Migration), The Irish Government and the Spanish Agency for International Co-operation. The course is run in English, French and Spanish. The programme addresses current and specific issues such as the detention of asylum seekers and refugees, the "exclusion clause", agents of persecution, temporary protection, burden-sharing and solidarity, gender-based violence and protection in situations of mass-influx. There are a number of introductory lectures delivered by academics and experts followed by case studies and interactive workshops.

**Summer Course on International Humanitarian Law:** This course is run in English over two weeks in the Summer and provides a more detailed look at this growing area of law. The course explores a number of different areas within the field of IHL, with previous topics including: Terrorism, Refugee Law, Peacekeeping Operations, Internal Armed Conflicts, Limitation and Prohibition of the use of weapons. The course is held in Sanremo and includes three days in Geneva. This has proven to be a very popular and successful course and will be the sixth year it has been run in 2006.

**Migration Law Course:** This is a four-day course conducted in English on International Migration Law (IML). It is designed for government Officials, academia, representatives of international and non-governmental organizations, as well as members of the media and civil society. It focuses on the international legal framework governing migration, including the rights and responsibilities of States and migrants. The key objective of the Course is to raise the awareness of governmental officials and those working in the migration context of the importance of international legal instruments in the management of migration.

**Internally Displaced Persons:** For the first time, the Institute in conjunction with the UN Secretary-General on the Human Rights of Internally Displaced Persons, organised a five day course in English dealing with the specific issues of internally displaced persons. Open to government officials and NGO personnel responsible for dealing with IDP matters, the course offers a combination of lectures, case studies, and practical exercises led by experts.

## **INTERNSHIP PROGRAMME**

As an intern you will be required to assist the Institute in a number of varying ways. Your work will be likely include a mixture of your own personal research and a contribution to a particular course or activity that the Institute is engaged in. In the past, the work of interns has been greatly varied: some have conducted research, helped produce publications, found statistics, designed graphics for distributed publications, translated documents and provided assistance in the library. In addition to these duties, interns usually attend courses that are being run during their internship.

### **YOUR ROLE**

The interns are stationed in the Institute's library for the duration of their internship, where they have access to online facilities and the library's resources. The library has a tradition of welcoming interns and researchers from all over the world. The librarian, Shirley Morren, is able to answer many of the questions in relation to research and resources, which is particularly useful for interns completing research for their studies or for the Institute's activities.

### **EXPECTATIONS**

Here are some of the basic standards that the Institute expects from its interns:

- Interns are expected to work full-time throughout their internship with the Institute
- The dress code at the Institute during normal working hours is casual for both staff and interns
- Interns are encouraged to complete a tangible piece of work while at the Institute, usually in the form of a bulletin or contribution to another publication
- All research conducted involving resources from the library must be consulted within the library and may not be removed from the premises
- Interns are required to complete a feedback form or a short report of their activities and achievements while at the Institute.

The following are some of the things you can expect from the Institute:

- An encouraging, safe and friendly working environment
- Access to all the resources and publications available in the library
- Information about the guiding principles of IHL
- The opportunity to attend courses and to build contacts through your interaction with other participants

### **EDUCATIONAL PREPARATION**

It is useful prior to commencing your internship that you are familiar with the areas of law that the institute deals with. In order to have a clear understanding of the work that the Institute conducts and the work that you will consequently be involved in, you will need to be familiar with the basic instruments of IHL/Laws of War:

- Hague Conventions of 1899
- Geneva Conventions of 1949

- Additional Protocols of 1977
- United Nations Charter

There is a huge number of resources in these areas: books, articles, journal articles, reports, theses, studies and conference papers. There are also excellent web resources which are easy to read and provide clear and comprehensive outlines of the law and suggested interpretations:

[www.icrc.org](http://www.icrc.org)  
[www.un.org/law](http://www.un.org/law) (international law)  
[www.un.org/rights](http://www.un.org/rights) (human rights)  
[www.un.org/hr](http://www.un.org/hr) (humanitarian affairs)

There are also a number of bulletins and publications available on the Insititute's website which may be useful: IIHL: [www.iihl.org](http://www.iihl.org).

## PRACTICAL INFORMATION

### OVERSEAS APPLICANTS

The amount of preparation required will obviously be dependent on where you are coming from. Non-EU citizens are likely to need more preparation, particularly in terms of travel, accommodation and visas.

**Visas:** The first thing you will need to check is your visa requirements. For many countries, if you are in Italy for only a short period of time without employment, you will not require a visa. However, it is strongly recommended that you check what the requirements are for the passport that you will be travelling on to and from Italy.

**Insurance:** It is necessary that all interns make arrangements for health and travel insurance before the commencement of their internship. The sole responsibility for arranging insurances falls with the intern.

**Money:** There are a number of ways to access cash while overseas, for most interns credit or debit card withdrawals are the easiest ways to carry cash. There are a number of ATM's and Banks in Sanremo that accept all the major credit cards (Visa, MasterCard, American Express, Diners etc).

**Arrival:** There is no direct flight to Sanremo, so most people will need to catch a train from one of the surrounding cities. Bearing this in mind, it is useful to only pack what you are able to carry yourself. You should never leave your belongings unattended and for this reason it is best to stick to only what you can keep within close range of your person.

From Nice and Genova, there are trains available to the Sanremo train station, which is a 10 minute walk from the centre of town. There are shuttle buses available from every airport to the local train station.

**Nice: Nice-Côte d'Azur (NCE)**

(57 km - about 35 miles - 45 min by car- 1hr by train)

**Genoa: Cristoforo Colombo (GOA)**

(137 km - about 85 miles - 1h 10 min by car- 2hrs by train)

**Milan: Malpensa (MXP)**

(320 km - about 200 miles - 2h 50 min by car- 4hrs by train)

**Things to bring:**

Plug Adaptor

Mini First Aid Kit and Medications

Italian Phrasebook and Maps

Spare passport photographs

Sleeping bag (if you are likely to travel to neighbouring towns on weekends)

Clothing for the appropriate season and some formal wear for courses

Research proposals that you may like to complete while at the institute

Camera

Eye Prescriptions (in case you run out of contact lenses or lose your glasses!)

## ACCOMMODATION

Depending on what season you come to Sanremo, accommodation is readily available. There is a wide range of accommodation available: hotels, bed and breakfasts, apartments. Most people in Sanremo live in apartment buildings. During the summer, prices do fluctuate, so the Institute recommends that you make bookings online. However, the Institute has limited arrangements with some Hotels and Bed and Breakfasts in the city.

### Bed and Breakfasts:

The Institute has limited arrangements with two B&B's in the city, both located on Via Pallavicino. Most often you will have a single room, usually with a television and provision of linen and towels with a shared bathroom. Prices vary between 20-35 euros per night. It may be possible to negotiate these prices for long periods of time.

*Mr Daniele Reina: via Pallavicino 17*  
*Telephone: +39 0184 500229 [http://members.xoom.it/gli\\_angeli](http://members.xoom.it/gli_angeli)*

*Residence Due Porti: C.so Trento e Trieste 21/23*  
*Telephone: +39 0184 506506*

*Residence La Rosa Dei Venti: via Privata Serenella 13*  
*Telephone: +39 0184 6511 e-mail: [info@rosadeiventihotel.it](mailto:info@rosadeiventihotel.it)*

### Hotels:

There are a lot of hotels in Sanremo, many are in the city centre. The prices vary considerably and will depend largely on what season of the year you arrive. Some of the hotels will have online bookings, which you can easily do yourself over the internet. However, for other hotels you will need to call to make a booking. Most hotels will have staff that speak English, French and sometimes Spanish or German. In terms of prices, the cheapest single room available is usually in the range of 40-75 euros per night.

*Mare Hotel: Lungo Mare Trento e Trieste 53*  
*Telephone +39 0184 505025 e-mail: [beaurivage@beaurivage.it](mailto:beaurivage@beaurivage.it)*  
*Garden Lido: via Barabino 21*  
*Telephone: +39 0184 667766 [www.gardenlido.net](http://www.gardenlido.net)*  
*e-mail: [info@gardenlido.net](mailto:info@gardenlido.net)*

### Apartments:

There is an abundance of Real Estate Agents ('Immobiliare' in Italian) all across Sanremo. There are a wide range of apartments available very close to the Institute (10-15 minutes walking distance). You may find that most Immobiliare will not speak much English, so it is best to equip yourself with some Italian. However there are some immobiliare's that are fluent in French. Also, the staff at the Institute are very helpful when you need advice.

Prices will vary significantly based on the location and the standard of the apartment that you rent. For fully furnished one bed room apartments with a kitchenette and bathroom (excluding utilities) in the winter, the price is varied between 500-650 euros per month. For short term contracts (under 3 months), there is an expectation that the price will be paid upfront and in full, before the term of the contract.

It may also be a cost effective idea to share accommodation with other interns. You may wish to organise contacting each other through the Institute, or consider and discuss the idea once you have met.

## ITALY AND SANREMO

The best way to get information about Italy and Sanremo is through the internet: there are many sites available in a number of languages including English, French, Italian and German. Sanremo is one of many towns that run along the coast towards the french border. Its biggest neighbour is Genova, which is a vibrant student city, based around the University.

### **Language:**

Italian is the main language spoken in Italy. In the bigger cities, most people will speak English and some French. Within Sanremo, it is necessary that you learn some basic phrases in Italian, as you will find that most people do not speak English fluently. It is best to prepare yourself with a phrasebook and some basic knowledge of Italian.

### **Shopping:**

In Sanremo, the hours of trade are 9:00-12:30pm 16:00-19:30pm. Most stores will close in the middle of the day and reopen in the late afternoon, including pharmacies and supermarkets. There is a large market which sells foods, clothes, accessories, flowers and souvenirs, which is open on Saturday and Tuesday only.

### **Weather:**

Sanremo experiences quite a mild climate in comparison to other parts of Europe and Italy. The minimum temperature usually reaches 7° C in winter with the maximum reaching 27° C in summer. It is best to check the weather forecasts before arriving and pack appropriate clothing accordingly. All the weather and climate information is available on [www.sanremoguide.com](http://www.sanremoguide.com).

### **Festivals and Social Activities:**

One of the major attractions is the Town Casino (360,000 visitors a year) where the traditional green cloth goes hand in hand with Las-Vegas-style electronic slot machines. Several important events take place in San Remo: music/film festivals, theatrical and opera seasons, fashion shows, and gala evenings; sports events - sailing and rowing regattas, world car, bicycle, and motorboating races, and international tennis and golf tournaments; commercial events - expositions, congresses, workshops, and roundtables; cultural events - debates with writers and art shows; and music events - the famous Festival of Canzone d'Autore dedicated to Luigi Tenco, the San Remo Image Jazz Festival, the Sanremo Blues Festival, and last but not least the Italian Song Festival.

Many young people will go to Nice or Ventimiglia for a night out, as that is where most of the clubs, pubs and social scenes are. However, there are plenty of cafès, small pubs and restaurants that are worthy of attention in Sanremo. There are often live performances, bands and international acts that visit throughout the year.

### **Other Information:**

For other tourist information, there is a tourist office next to the Casino, which can provide lots of information and direction for what to do in the season that you come to Sanremo.

## TERMS AND CONDITIONS

These are the terms and conditions of your internship for the period you are at the institute. They are available from the website and may be updated from time to time. See [www.iihl.org](http://www.iihl.org)

1. The IIHL accepts interns at its Headquarters in Sanremo and at its Geneva Liaison Office on an *ad hoc* basis depending on the number of applicants and the capacity of its staff to supervise them. All interns must be either graduate or post-graduate students specialising in international law or international relations with a good legal background and exposure to humanitarian issues.
2. Interns who are selected will be involved in the activities of the Institute. In particular, they will be engaged in the secretariat and in the library, contributing to the organization of the courses and to the preparation of relevant material and documents needed for the various meetings of experts held by the IIHL.
3. Interns, who want to conduct research at the Institute, have to send a detailed research programme related to the field of international humanitarian law, human rights law or refugee law.
4. Although Interns are not considered to be officials or staff members of the IIHL, they are expected to work full time as if they were regular staff members and to carry out the duties assigned to them. They are bound by the same duties and obligations as the regular staff members, they must, in particular, keep confidential any and all unpublished information made known to them during the course of internship and not published outside IIHL as well as any reports or papers on the basis of information thus obtained.
5. The duration of an internship is one to six months, but a period of at least two months is preferable.
6. The IIHL has no provision in its budget to pay interns; all costs connected with an internship, including travel arrangements and accommodation, must therefore be borne by the interns or by their sponsoring institutions or governments.
7. The IIHL will be at the disposal of applicants in providing general information about accommodations.
8. Interns who are selected will be requested to provide the IIHL with a statement of good health certified by their physician or other medical authority.
9. IIHL accepts no responsibility for costs arising from accidents and/or illness incurred during an internship so the intern must be covered by health insurance.
10. Interns will provide notice in case of illness or other unavoidable circumstances which might prevent them from undertaking or completing the internship.
11. At the end of the internship, interns are expected to submit a report of their activities with the IIHL following clearance by the professional officer under whose guidance they have been working.
12. Applications, which should be sent with a detailed curriculum vitae, will be examined by a Commission chaired by the President of the Institute.
13. There is no expectancy of employment by the IIHL at the end or as a result of the internship.

## FEEDBACK FROM OTHER INTERNS

### **Paul (England)**

*I was welcomed to the Institute by Stefania, introduced to the staff and shown around the building. I was then invited to join the second half of the Specialised Military Course on the Law of Armed Conflict which I did straight away. The following week I attended the 36th Refugee Law Course. This course had a similar structure to the last course although it only lasted for five days. The lectures were also most absorbing, particularly so for me since this is an area that I am interested in working in in the future. On this course there was also a free afternoon with an organised excursion to Monaco, as well as the end of course dinner in the Victory.*

*After the weekend I joined another two-week course – the 115th (basic) International Military Course on the Law of Armed Conflict. This was the second largest course that the Institute had ever run and was attended by 101 participants, almost all of them military. There was a whole range of different nationalities with representatives from all over the world. Most noticeably there were three large contingents from the Chinese, Nepalese and Russian armed forces. The course itself consisted for the most part of classroom exercises in operations planning, in which participants grappled with issues of compliance with IHL and the embedding of said values within the services. Ordered around these classes were a number of informative lectures, which gave further direction to the course as well as providing expert analysis from visiting speakers. In addition to the drinks party and the official dinner, we had a meal as a class together and convened on several evenings to socialise over a quiet glass of grappa.*

*I very much enjoyed my time on all of the courses. They were extremely informative and I met a number of inspired individuals – and I am very grateful to the Institute for affording me this opportunity. From this point on I spent most of my time upstairs in the library. I passed much of my time researching current issues for IHL and the work of the ICC in the four African countries in which it has been mandated to work. I found the material in the library very useful for this and Shirley was always very kind and helpful when it came to locating texts. Juhani also was a great help in assisting me to focus my research objectives.*

*Also during my time at the Institute, I wrote a newsletter for the military department giving an overview of news in 2005. Among other things, I included in this achievements of this year, changes that had been implemented to courses, the comings and goings of staff, comparisons of the levels of attendance of courses with previous years using graphs, and details of the content of the different courses.*

*Overall I found my experience at the Institute very enriching both educationally and on a personal level, and I would not hesitate to recommend to anyone interested in IHL the undertaking of an internship at the Institute.*

### **Suzanne (Australia)**

*Upon my arrival in Sanremo, I visited the Institute prior to beginning my internship in order to meet the staff and become familiar with the surroundings of where I would work for the next two months. I was greeted by the very friendly staff and given a whirlwind tour of the offices and permanent administrative staff of the Institute. When I started at the Institute the following week, the staff were very receptive to my suggestions and work proposals. All the interns are stationed together in the library, which is great for meeting each other and for engaging in fruitful discussions on International law and IHL issues. It was great to get some alternative opinions from around the world on some of the most pertinent political and legal problems.*

*The Institute in Sanremo is comprised of the administrative staff who organise and make arrangements for the courses which are run throughout the year. My contribution as an intern involved preparing the Internship package for newly inducted interns, completing private research and assisting the permanent staff in the preparation of a very special course which was organised for Iraqi Officers on IHL and LOAC. Due to my language skill in Arabic, I was asked to help facilitate the workshops and to assist in any way that may be necessary.*

*The special Iraqi course proved to be very interesting and stimulating, particularly because all the officers involved had come directly from Baghdad. The participants included a mixture of high level military staff, lawyers, soldiers and other officials from the Iraqi Ministry of Defence. Apart from learning about interesting areas of international law as applicable to the situation in Iraq, the opportunity to interact and listen to the experiences of the Iraqi participants was very valuable. The courses presented included International Humanitarian Law, Detention and Human Rights, Police standards, role of NGO's in IHL implementation and IHL Compliance. I attended a some of the social activities organised for the participants and had the chance to get to know the other taking the course outside of a legal framework.*

*Also, as part of my internship, I was given the opportunity to go to the Geneva Liaison Office. I went to the Geneva office for a week to assist in the staff, including the President of the Institute. This was a great opportunity to see another dimension of the work that the Institute completes, particularly in terms of contacts and network building. While at the Geneva office, I was asked to prepare a preliminary document on the applicability of the Torture Convention and other legal instruments for the protection of refugees by host countries. It was also great to meet the Geneva interns who have a very different internship experience to the interns in the Sanremo office. It was not only interesting to compare experiences and discuss current issues but it was also enjoyable to get into the social life of Geneva with other young people.*

*Living in Sanremo was one of the most exciting and fulfilling experiences of my life. I built skills in terms of living overseas and particularly in terms of communicating beyond the language barrier. The opportunity to learn Italian and to be immersed in Italian culture was not only incredibly fun, but also educational. With weekend trips to Rome, Nice, Milan, Bussana Vecchia and also a trip to the Torino Olympic games, an internship with the Institute is also a great way to explore Europe and Italy.*

*The city of Sanremo itself has a lot to offer: I was particularly involved with the Sanremese Soccer Club. I attended games, met many people who were involved in the Club and became part of a very special part of Sanremo culture. There are some very cool pubs, bars, clubs and restaurants where the staff and locals are always enthusiastic about meeting new people, chatting and giving advice on where to go and what to do. I was in Sanremo in the winter however, so the experience of being in amongst locals can be contrasted sharply to the summer period where Sanremo is overflowing with tourists from France and the rest of Europe.*

*Overall, the experience in Sanremo was amazing and I had the opportunity to interact with students and professionals that I would not usually have exposure to in Australia. I found the internship an excellent introduction to understanding the framework of Human Rights work and the different types of roles and organisations involved in the field.*