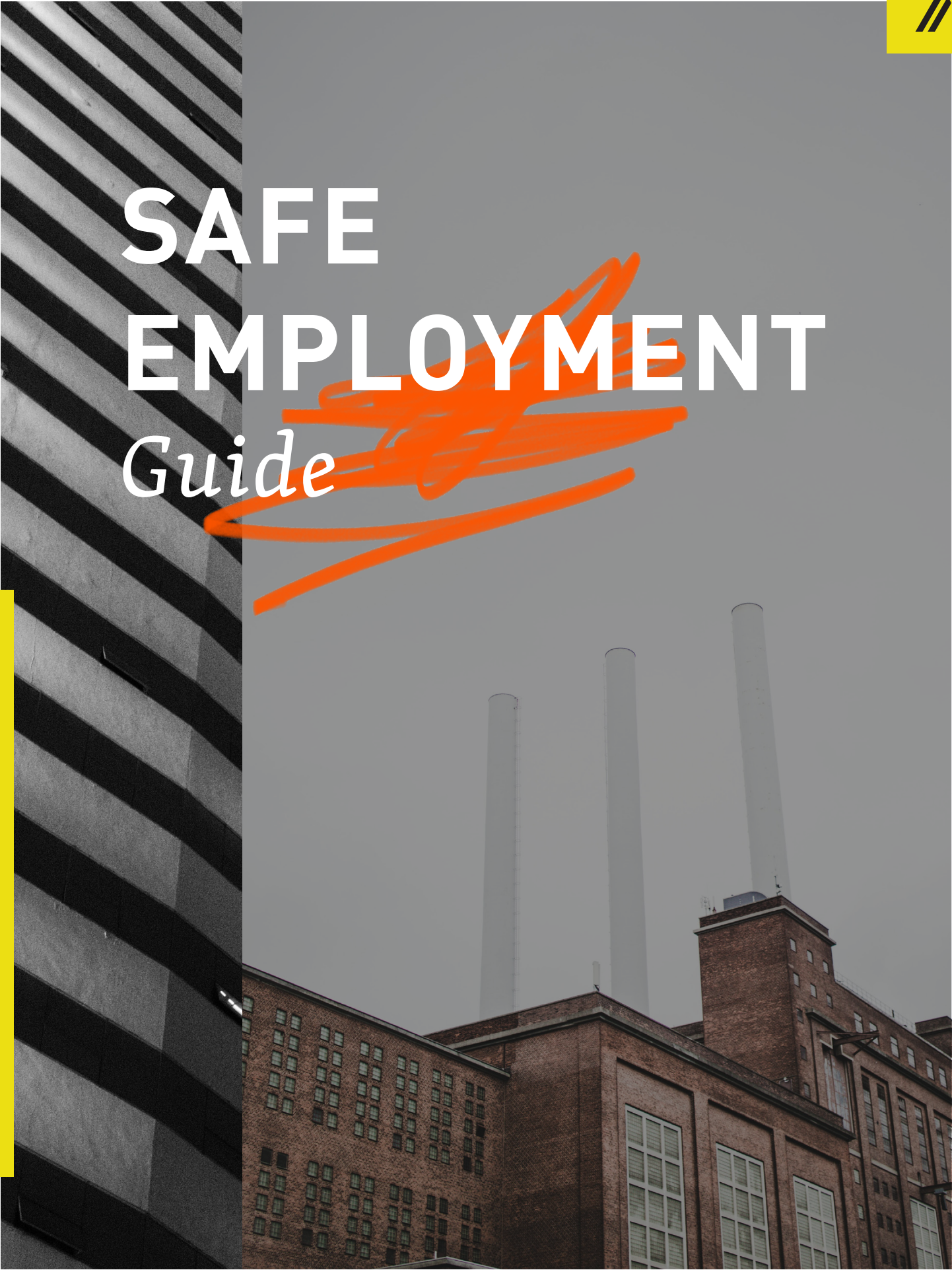


The background of the cover features a grayscale photograph of an industrial building with multiple tall smokestacks. A vertical yellow bar is on the left, and a large orange scribble is over the text.

SAFE EMPLOYMENT *Guide*

Human Trafficking

WHAT IS HUMAN TRAFFICKING?

According to the United Nations, human trafficking is modern slavery. It is the recruitment, transportation, transfer, harbouring or receipt of people through force, fraud or deception, with the aim of exploiting them for profit. Men, women and children of all ages and from all backgrounds can become victims of this crime, which occurs in every region of the world. Traffickers often use violence or fraudulent employment agencies and fake promises of education and job opportunities to trick and coerce their victims. It is estimated that human trafficking generates over USD \$150.2 billion per year.¹

WHAT IS SEX TRAFFICKING?

A commercial sex act that is induced by force, fraud, or coercion.

WHAT IS LABOUR TRAFFICKING?

Labour trafficking is the recruitment, harbouring, transportation, provision, or obtaining of a person for labour or services through the use of force, fraud, or coercion for the purposes of involuntary servitude, peonage, debt bondage, or slavery.

WHERE DOES LABOUR TRAFFICKING FREQUENTLY TAKE PLACE?

The top industries that have a high risk of exploitation include technology, clothing, fish, cocoa, sugarcane², construction, agriculture, healthcare, hospitality, housekeeping and facilities operation, transportation, and warehousing.³

WHO IS AT RISK OF BECOMING A VICTIM OF FORCED LABOUR?

While anyone can become a victim of human trafficking in any of its forms, there are certain groups of people who are more vulnerable to trafficking and exploitation because of their situation or their position within society, including:

- Migrants, irregular migrants, stateless populations, and refugees
- Marginalised groups
- Persons with physical or intellectual disabilities
- Persons facing employment instability, financial insecurity, and debt
- Children

¹International Labour Organization, *Profits and Poverty: The Economics of Forced Labour* (Geneva, 2014) https://www.ilo.org/wcmsp5/groups/public/---dgreports/---dcomm/documents/publication/wcms_575479.pdf

²Global Slavery Index. (2020). Global Slavery Index Highlights. Retrieved from <https://www.globalslaveryindex.org/2018/findings/highlights/>

³U.S. Department of State. (2015). Trafficking in Persons Report July 2015. Retrieved from <https://2009-2017.state.gov/documents/organization/245365.pdf>



Read The Signs

WHAT ARE SOME SIGNS THAT MAY INDICATE SOMEONE IS BEING TRAFFICKED?

► CONTROLLED BEHAVIOUR

- Accompanied by a controlling person
- Not able to speak on his or her own behalf
- Acting solely under instructions from another person
- Transported to or from work
- Live and work at the same place
- Conversations with family and friends are controlled/restricted/forbidden
- Fearful, anxious, depressed, overly submissive, and may avoid eye contact
- Limited access to funds or funds held by someone else

► EXPLOITATIVE WORKING CONDITIONS

- Unable to keep his or her earnings
- Had identification, legal, or travel documents taken away by employer
- Owes a debt they are working to pay off
- Works excessively long hours without breaks
- Unable to leave their work environment at will (possibly living on site)
- Unsafe, illegal, or dangerous working conditions
- Limited or no access to medical care (particularly after an accident)
- Has been threatened with harm or subjected to physical abuse
- Works under close surveillance

► UNFAMILIAR WITH LANGUAGE

- Recently arrived in the country
- Not able to speak or read the language of the country (this can have an impact on signing documents/contracts, and accessing help)

▶ SIGNS OF ABUSE AND TRAUMA

- Has bruises, scars, and other signs of physical abuse and torture (victims are often beaten in areas that will not damage their appearance, such as their lower back)
- Has been denied food, water, sleep, and/or medical care
- Poor or substandard living conditions
- Resides in the same place that they work
- Poor personal hygiene or cleanliness of clothing (due to limited access to basic cleaning necessities, like showers or washing machines)
- Displays anxiety, seems distant, has difficulty concentrating, fatigued

▶ SUBSTANCE ABUSE

- Shows signs of drug/alcohol use or addiction (victims may be forced or coerced into drug use by his or her traffickers, or turn to substance abuse to help cope with his or her enslavement)

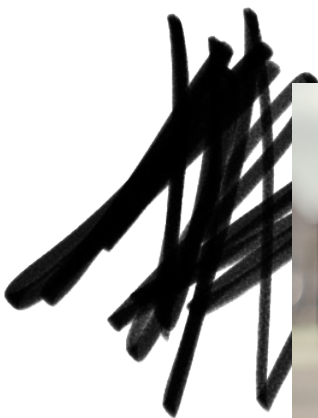
▶ LACK OF TRUST

- Seems distrustful and suspicious (victims may act as if they distrust any person who offers them assistance or attempts to converse with them)

▶ LACK OF PERSONAL BELONGINGS

- Has few or no personal possessions
- Does not have appropriate clothing for the season

**This list of red flags is not all-encompassing, nor is it meant to be used to profile potential victims. If observed, consider asking more questions or making a report to the human trafficking hotline in your country. We recommend you take a look at further resources and references in this guide.*





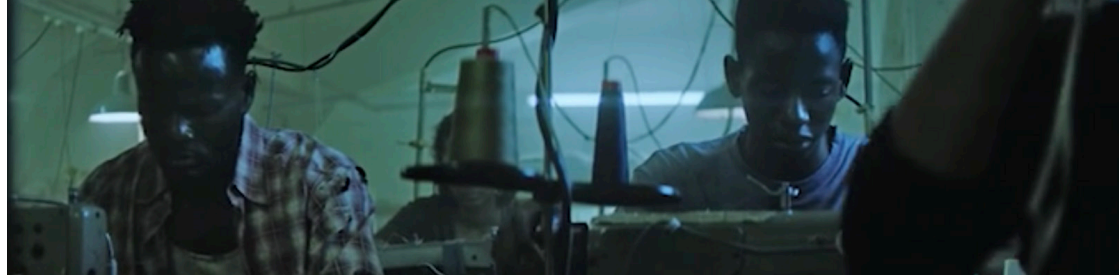
Employment Safety Tips Abroad

WHAT ARE SOME RED FLAGS THAT MAY INDICATE A FALSE JOB OPPORTUNITY?

- You are offered a job without a clear explanation of the conditions of your work
- Your identification documents are taken away from you
- Your travel, accommodation, and travel documents are paid for
- You are offered a job by a stranger
- You are forced to sleep and work in the same place as your employment
- You are forced to do work you didn't agree to do
- You are not allowed to talk to your family or friends
- You are treated in an aggressive manner, physically or verbally
- You are not allowed to take breaks while working
- You are not allowed to move freely or leave the workplace
- You do not receive adequate compensation for the work you do
- You are asked to commit crimes or sell drugs against your will
- You are taken to a job location in a location that is different from where you agreed to work

WHAT ARE SOME SAFETY TIPS WHEN SEEKING EMPLOYMENT ABROAD?

- 01 Know the minimum wage in the country of work:** Don't be fooled by promises of an unrealistically high salary if you are applying for a temporary and/or unskilled position domestically or abroad. If you receive an offer that sounds "too good to be true", then it is likely to not be true. Check the average salary on the internet for the position you are applying for. If they promise you much more, there is probably something wrong.
- 02 Ensure there is a contract:** Even if your friend or family member coordinated this employment opportunity, it is important to ensure that there is a contract. Your employer abroad and/or the intermediary agency are obliged to provide you with a contract in your native language or in a language you are fluent in. Do not sign a contract in a language you do not understand well. Even if the intermediary agency provided you with a bilingual contract, our advice is to show this contract to an independent translator to make sure it is transparent. Make certain that the intermediary agency has a license from the state and provides employment services in those countries and within those professions stated in the permission. Do not sign a contract that states that you will carry out "other activities" without describing them.



03 Make sure you know the details of the trip and where you will be living: Before making the trip, you should know the exact place, address, city, where you are going to stay, have contact details, telephone number of the people you will be with, as well as having all the security numbers and addresses (police of the country, medical services, NGOs that can help you...). You should also know the details of your trip, time and destination, reference of the trip, etc. You must have all the information regarding your place of work as well as your home in the country of destination.

04 Hold onto your personal identification documents: When abroad, never give your ID to anyone, under any pretext. Make a few copies of your documents, and keep them in different places. If your employer asks you to give your ID, you can give him a copy. Remember, having a work visa is the only way you can work abroad officially, even if you are looking for a temporary position. Make sure that your potential employer is allowed to employ foreigners.

05 Put safeguards in place: Maintain contact with your family and friends and provide them with updated contact and location information.

- Give them an updated photo
- Create a code word or phrase that will let your family know if you are in a dangerous situation
- If you have doubts about your potential employment, find a lawyer who you trust and show him a contract
- Be aware of your rights in a country where you are going to be employed
- Have a small amount of money with you at all times in case of an emergency
- Learn at least a few necessary phrases in the language of the country where you will be staying, such as "please help me" and "where is the police station?"
- Memorise a few useful phone numbers before you go to work abroad: the number of the agency dealing with human trafficking where you will be located, the telephone numbers of your Embassy in a country where you are going to work, as well as emergency numbers
- Create a Safety Plan and a Safety Route should you ever find yourself in a situation that is abusive or coercive
- Don't assume that a recruitment agency is legitimate because it is licensed in the country in which it resides. Licensed recruiting agencies can and have engaged or facilitated human trafficking

06 Reporting: If this or something like this has ever happened to you, do not be ashamed. This kind of exploitation is illegal, and it is not your fault.

IF YOU SEE SOMETHING, SAY SOMETHING

In case of an emergency:
Call: 000

To report suspected labour trafficking:
Call: 131 AFP (131 237)

For additional resources on preventing human trafficking, visit:
A21.ORG/EDUCATION

For a list of goods produced by child labour or forced labour, visit:
<https://www.dol.gov/agencies/ilab/reports/child-labor/list-of-goods>

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