

SOP

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Standard Operating Procedure **for *Initial Victim Screening*** **of Presumed Victim of** **Forced Labour and Labour Trafficking**

What is Forced Labour and Services?

Any persons who **compels** another person **to work or to provide services** by one of the following **means**:

1. *Threatening to cause injury to life, body, liberty, reputation or property of the person threatened or any other persons;*
2. *Intimidating;*
3. *Using force;*
4. *Confiscating identification documents;*
5. *Using debt burden incurred by such person or any other person as the unlawful obligation;*
6. *Using any other means similar to the above acts*

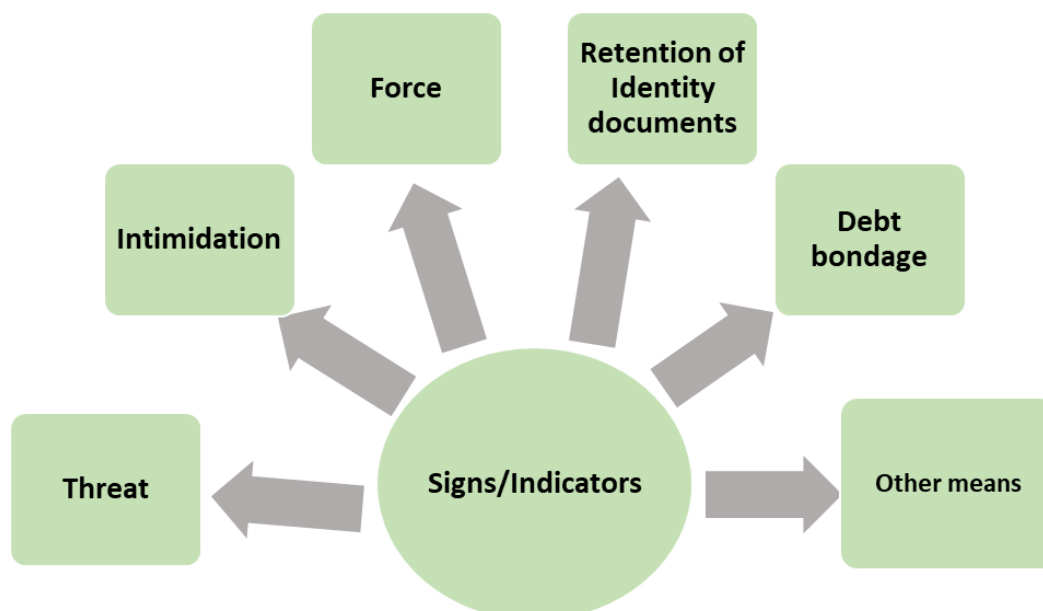
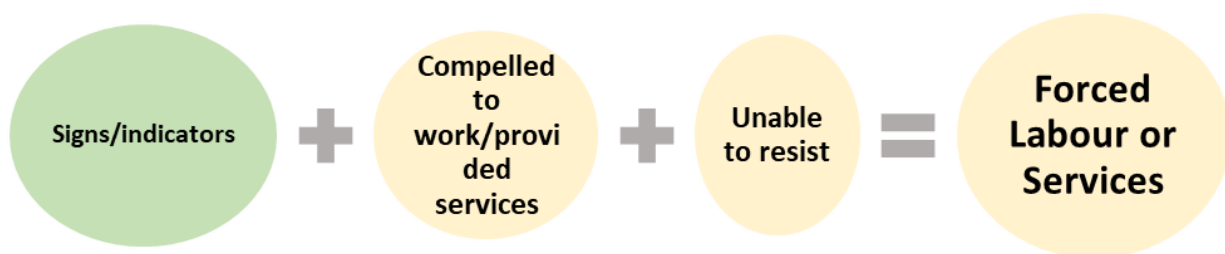
If such act is committed to another person to be in the situation where he or she is **unable to resist**, such person commits the offence of forced labour or services

TIP Act



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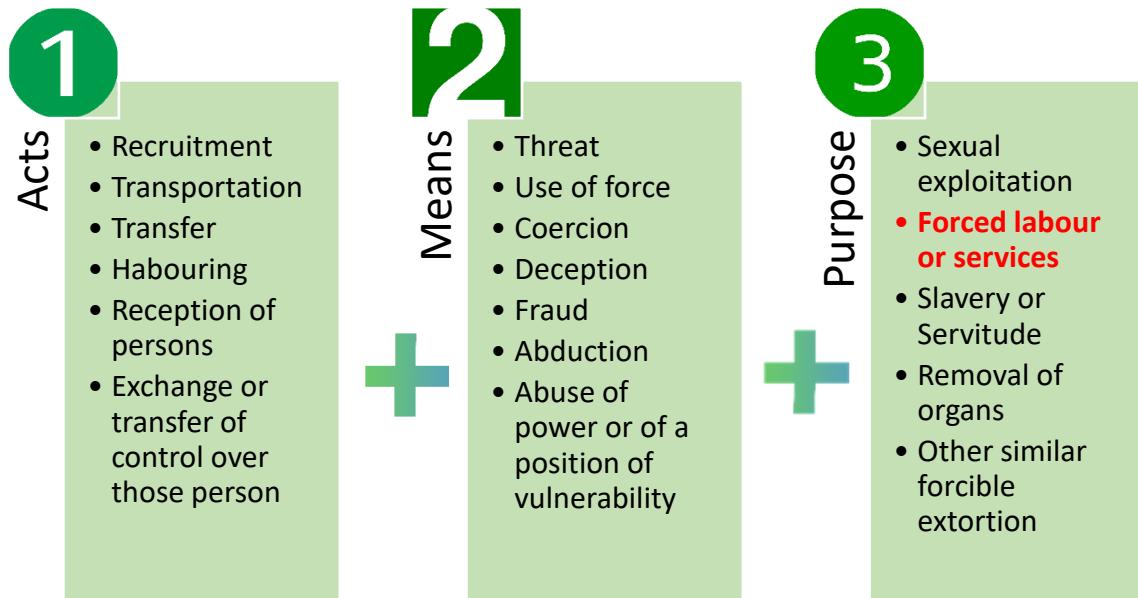
(article 6/1 The Anti-Trafficking in Persons Act B.E. 2551 (2008))



What is Trafficking In Persons?

In order to identify a trafficked person, the three components, which collectively define trafficking in human beings, is required.

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Trafficking in Persons

STEP 1: Reporting

- **Who can report?:** Anyone including labour inspectors;
- **How?:** Make a REPORT of incident to:
 - i. Hotline 1506
 - ii. Email / Facebook / LINE
 - iii. Provincial Labour Office
 - iv. Labour Inspection Report



Complaint Form

STEP 2: Preliminary Screening

- **Who does this?** Officer/staff of agencies or organization who receive FL/TIP report as per step 1
- **How?**
 - i. Screening interview to person who report / potential victim by using Form **RorBor1: MOL Preliminary Screening Form**
 - ➡ Part 1: Basic Information of employer/employee
 - ➡ Part 2: Initial Acts/Indicator
 - ➡ Part 3: Acts/Indicator of FL
 - ➡ Part 4: Other offense(s)
 - ii. Collect basic evidences:
 - ➡ Work place related document
 - ➡ Contract / employment document
 - ➡ Employee/worker document
 - ➡ Financial
 - ➡ Photos

RorBor1



Sample Questions



Evidences



STEP 3: Making Decision and taking action for referral

- **Who does this?** Officer/staff of agencies or organization who receive FL/TIP report as per step 1 and 2
- **How?** Assess the information collected from the potential victim, by using “**Forced Labour Indicators**” as guidance, to determine if the victim is...
 - A. If urgent medical/psychological services needed
 - a. Refer to Hospital/ clinic / contact MSDHS
 - b. Follow-up for possible screening interview
 - B. Most likely a trafficking for forced labour victim
 - a. The referring agency/ individual should send 1) the Preliminary Screening Form and 2) record of evidences, to related agencies:
 - i. MDT for further recovery and victim identification process;
 - ii. Police or DSI for further investigation.
 - C. Most likely a labour violation but **not** trafficking for forced labour
 - The referring agency/ individual should send 1) the Preliminary Screening Form and 2) record of evidences, to
 - i. CCPL for recording and referring to appropriate agencies: DLPW and/or DOE for their further inspections and actions.
 - ii. DLPW and/or DOE send record of taken actions back to CCPL, for recording.

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Indicators



DLPW Manual



DOE Manual

Remarks: In case of flagrant offence is met / urgent

- i. **Forced Labour or service and Trafficking in person offense** : Immediately coordinate MDT to meet at the scene for preliminary screening interview.
- ii. **Other offenses**: Coordinate with related authorities.