

PLEASE READ & PRINT AS REQUESTED BELOW

Today I participated in a training programme designed to brief me on anti-THB activities. I agree to observe and follow the practices described to me in this training. I understand that if I have any further questions regarding this programme or any security issue, I should ask my Supervisor.

Your name

Your Department

Your Supervisor's signature

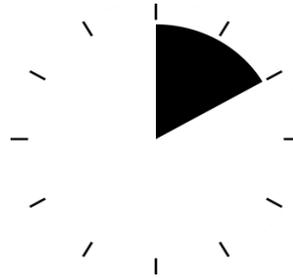
Please cut along the right hand side and give this completed section back to your Supervisor. It will be placed in your training file.

Please turn over for important information

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This training programme is part of the 10 Minute Trainer Series for the Hotel Industry



Developed by COMBAT Human Trafficking Project

For additional information please contact your Risk Management / anti-THB Champion

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Guidance for Hotel Industry

COMBAT HUMAN TRAFFICKING



The programme is developed for hotel corporate level, management and employees. Hotel partners, vendors and other 3rd parties may find this programme useful for establishing cooperation with hotels.

This programme introduces employees the importance of identifying and preventing human trafficking.

Target audience: All employees



WHAT YOU NEED TO KNOW

- 1. Trafficking in Human Beings (THB) is a rapidly growing field of criminal activity.** THB means recruitment, transportation, transfer, harbouring or receipt of persons by means of threat or use of force. The most extensive forms are forced labour and trafficking in women and girls for the purpose of sexual exploitation.
- 2. Hotels and motels are increasingly used for trafficking for sexual and labour exploitation.** Risk of human trafficking exists in hotel properties and operations, amongst hotel suppliers and sub-contractors, with business partners, and with the use of hotel products and services by guests.
- 3. All hotels, regardless of their size, brand or location are vulnerable to THB.** The characteristics that make hotels vulnerable are strategic, organizational, technological, operational, employment practices and outsourcing strategies. A failure to take action against human trafficking can cause significant damage.



Hotels, traffickers, law enforcement and victims are involved in Human Trafficking.

4. There is no such thing as a 'typical' trafficker, although they are often considered to be, or imagined as, middle-aged males. Growing numbers of women are involved in trafficking.

5. A proactive approach to addressing THB helps your hotel to mitigate against legislative, regulatory and financial business risks.

6. Mitigate THB Risks

- Familiarise with hotel's risk management plan
- Identify THB vulnerabilities at your specific task
- Identify and evaluate risk at your specific task
- Learn signals, 'red flags', and procedures and standards providing barriers in the front-of-house and back-of-house
- Raise THB awareness among your co-workers

7. Document and Report

- Keep diary entry
- Report incidents to management
- Report to your anti-THB Champion
- Record vulnerabilities and risks you detect, and report them to management

8. Protect Victim

- Provide shelter and privacy
- Provide water and food
- Inform your superior and/or your anti-THB champion
- Inform law-enforcement
- Ask for support
- Assess general well-being
- Complete the necessary internal forms

Where you can detect signals?

In the Front-of-House

- Pre-arrival stage
- Arrival stage
- Occupancy stage
- Room status
- Departure stage

In the Back-of-House

- Procurement
- Supplier Due Dilligence Checks
- Staff Agency Contract Award
- Staff behaviour
- Quality of work
- Documentation and payment

For more detailed signs, signals and barriers, please see the COMBAT Training Toolkit

Trafficking in human beings is a serious risk for a hotel as well as society as a whole. The industry is in the unique position of being able to identify and confront this criminal activity and support the reintegration of survivors into society.



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