

ASEAN Commission for the Promotion and Protection
of the Rights of Women and Children (ACWC)



GUIDEBOOK

FOR MONITORING GENDER-SENSITIVE AND VICTIM-CENTRED APPROACHES TO TRAFFICKING IN PERSONS





September 2023

Disclaimer: This Guidebook has been developed by the ASEAN Commission for the Promotion and Protection of Women and Children (ACWC), supported by the Australian Government-funded ASEAN-Australia Counter Trafficking program (ASEAN-ACT). The views expressed in this Guidebook are the author's alone and are not necessarily the views of the Australian Government.

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ACWC appreciates the commitment and dedication of H.E. Sri Danty Anwar, Indonesia's Representative on Women's Rights to the ACWC, for developing the monitoring and evaluation system. ACWC further appreciates the immense contributions from the members of the ACWC Technical Working Group on the 'Multi-Year Project on Capacity Enhancement of Frontline Responders in Counter Trafficking Using Victim-Oriented and Gender-Sensitive Approaches' ("Project"), namely: H.E. Yanti Kusumawardhani (ACWC Representative on Children's Rights for Indonesia), H.E. Lourdesita Sobrevega-Chan (ACWC Representative on Women's Rights for the Philippines), H.E. Ratchada Jayagupta (ACWC Representative on Women's Rights for Thailand), and H.E. Wanchai Roujanavong (ACWC Representative on Children's Rights for Thailand).

ACWC further appreciates Dr. Anne Stephens and Ms. Jill Thomas of Ethos of Engagement Consulting who supported ACWC in developing the M&E Framework, Guidance and Tools to monitor and evaluate the adoption and implementation of victim-centred and gender-sensitive approaches in trafficking in persons in ASEAN region.

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Lastly, ACWC acknowledges the ASEAN Secretariat through the Poverty Eradication and Gender Division in ensuring that the development of the M&E Framework, Guidance and Tools is well informed by ASEAN's key policies and frameworks and in adherence to ASEAN's processes and protocols.

Foreword from the ACWC Chair

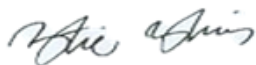
Significant progress has been made in preventing and eradicating trafficking in persons (TIP) as one of the ASEAN's mutually agreed key commitments. The adoption of the ASEAN Convention against Trafficking in Persons, especially Women and Children (ACTIP) in 2015, was subsequently ratified by all ASEAN Member States without exception and is a milestone in ASEAN's history to have a legally binding document. TIP, however, is persistent, especially against women and children, and continues to evolve.

As part of its mission to champion women's and children's rights across the region, the ASEAN Commission on the Promotion and Protection of the Rights of Women and Children (ACWC) continues to advocate for women's and children's rights and the eradication of TIP. In collaboration with mainstream sectors, the ACWC has developed guidelines and frameworks to strengthen the capacity of all relevant stakeholders. In the context of countering TIP, various regional-level strategies and guidelines have been developed. These include the ASEAN Do No Harm Guide for Frontline Responders Safeguarding the Rights of Victims of Trafficking in Persons, the Regional Guidelines and Procedures to Address the Needs of Victims of Trafficking in Persons, and the Gender-Sensitive Guideline for Handling Women Victims of Trafficking in Persons. These guidelines strengthen ASEAN's efforts to meaningfully protect TIP victims and support them by applying victim-centred and gender-sensitive approaches.

The ACWC recognises the need to measure the progress and extent of the adoption and implementation of victim-centred and gender-sensitive approaches to demonstrate their impact and identify areas for improvement. In partnership with the ASEAN Australia Counter Trafficking Program (ASEAN-ACT), this guidebook has been developed to support the monitoring of gender-sensitive and victim-centred approaches. The guidebook may be used by all ASEAN Member States, ASEAN Sectoral Bodies and related counter-trafficking stakeholders across the region to consistently collect data and conduct assessment and reflection on the extent to which they have adhered to the principles of victim-centred and gender-sensitive approaches in their counter-trafficking work.

ACWC believe that transparency and accountability in implementing counter-trafficking efforts are key to the effective implementation of its ACTIP obligations. Transparency and accountability will be achieved when data is available and accessible, and utilised for decision-making, influencing laws, policies and practices. This guidebook provides a framework and tool for organisations to effectively collect data on the application of victim-centred and gender-sensitive approaches in counter-trafficking responses. Gaps in implementation can be identified and addressed, progress can be documented, and organisations can build upon their achievements in the future. This will not only ensure that counter-trafficking responses provide comprehensive support that addresses the needs of vulnerable groups, but also safeguards the rights of all victims so that they can be empowered to reclaim their lives with dignity and justice.

In the process of developing the guidebook, multiple rounds of consultation were conducted with TIP experts and practitioners from government agencies and civil society organisations in ASEAN Member States, in addition to seeking the guidance and expertise of ACWC Representatives and ASEAN-ACT Leadership Team and Country Teams. To that end, I would like to extend my sincere gratitude to the ACWC Representatives involved in the development and review of this guidebook, particularly the members of the multi-year project's Technical Working Group and those who led consultations and reviews at the national level in Indonesia, Thailand and Vietnam. The ACWC also expresses its appreciation to the Australian-government funded ASEAN-Australia Counter Trafficking Program and Dr Anne Stephens and Ms Jill Thomas of Ethos of Engagement Consulting for their invaluable expertise and commitment to the successful development of this guidebook. In our ongoing journey to combat TIP, the continued collaboration and unwavering dedication of all stakeholders remain pivotal to our collective efforts across the ASEAN region.



H.E. Yanti Kusumawardhani
ACWC Chair

Acronyms

ACWC	ASEAN Commission on the Promotion and Protection of the Rights of Women and Children
ASEAN-ACT	ASEAN-Australia Counter Trafficking
ACTIP	ASEAN Convention Against Trafficking in Persons, Especially Women and Children
ASEAN	Association of Southeast Asian Nations
CSO	Civil society organisation
CTIP	Counter-trafficking in persons
EoE	Ethos of Engagement Consulting
EPO	End-of-program outcomes
DFAT	Australian Government's Department of Foreign Affairs and Trade
GEDSI	Gender, Equity, Disability and Social Inclusion
GEMs	Gender Equality, Environments and Marginalised voices
KII	Key informant interview
KPI	Key performance indicator
M&E	Monitoring and evaluation
MEL	Monitoring, evaluation, and learning
MOU	Memorandum of Understanding
PWD	Persons with disability
SOP	Standard Operating Procedure
TIP	Trafficking in persons
TOR	Terms of Reference
TWG	Technical Working Group of the ACWC
UNODC	United Nations Office on Drugs and Crime

Key terms

Activity	Actions taken or work performed through which inputs, such as funds, technical assistance and other types of resources are mobilised to produce specific outputs.
Affirmative assent	Affirmative assent is a child's affirmative agreement to participate in research. The concept of assent recognises the emerging developmental capacity of children, even where they may not be fully capable of providing informed consent. Assent is commonly obtained from children beginning at age 7. ¹
Child	In accordance with the ACTIP, child means every human being below the age of eighteen years unless under the law applicable to the child, majority is attained earlier in accordance with the ACTIP. ²
Compensation	The reimbursement of material and immaterial damages a trafficked person has suffered. ³
Data collection tools	Methodologies used to identify information sources and collect information during monitoring or during an evaluation. Examples are informal and formal surveys, direct and participatory observation, community interviews, focus groups, expert opinion, and case studies.
Disaster relief and emergency response	Actions taken directly before, during or immediately after a disaster in order to save lives, reduce health impacts, ensure public safety, and meet the basic subsistence needs of the people affected. ⁴
Evaluation	The systematic and objective assessment of an on-going or completed project, program or policy, its design, implementation, and results. The aim is to determine the relevance and fulfillment of objectives, development efficiency, effectiveness, impact, and sustainability. An evaluation should provide information that is credible and useful, enabling the incorporation of lessons learned into the decision-making process of both recipients and donors. Evaluation also refers to the process of determining the worth or significance of an activity, policy, or program. An assessment, as systematic and objective as possible, of a planned, on-going, or completed development intervention.
Gender	Refers to the socially defined roles, behaviors, activities, and attributes considered characteristic of, and the relationships between, women and men. Gender inequalities, including opportunities, access to and control over resources and decision-making are influenced by how society views women and men of all ages. ⁵
Gender-sensitive	A gender-sensitive approach takes into account the gender-specific needs of all persons according to the type of harm and exploitation to which they were subjected. It helps us design and implement responses and interventions that are tailored to these needs. It increases our capacity to address gender biases, identify 'non-ideal' victim profiles, promote the engagement of men and boys in tackling discriminatory stereotypes of masculinity and femininity, and address the root causes of violence against women and girls. ⁶
Indicator	Quantitative or qualitative factor or variable that provides a simple and reliable means to measure achievement, to reflect the changes connected to an intervention, or to help assess the performance of a development actor.

¹ Santelli, J. Haerizadeh, S and McGovern, T (2017) *Inclusion with Protection: Obtaining informed consent when conducting research with adolescents*, *Innocenti Research Briefs*, no. 2017-05, UNICEF Office of Research, Innocenti, Florence.

² United Nations [Convention on the rights of the child](#), 1989, Article 1; ASEAN, ASEAN [Convention Against Trafficking in Persons, Especially Women and Children](#), 2015, Article 2

³ Cusveller J and Kleemans E (2018) 'Fair compensation for victims of human trafficking? A case study of the Dutch injured party claim', *International Review of Victimology*, 24(3):297-311. <http://doi: 10.1177/0269758018758427>.

⁴ United Nations Office for Disaster Risk Reduction (UNDRR) (n.d.) *Our Work*, accessed 1 October 2023.

⁵ ACWC, [Do No Harm Guide for Frontline Responders](#), 2022.

⁶ ACWC, [Do No Harm Guide for Frontline Responders](#), 2022.

Informed consent	A person's decision, given voluntarily, to agree to an interview, treatment, procedure, assistance, or other intervention that is made. Clear and understandable information about the risks and benefits of the proposed intervention, as well as the choices available, must be provided to the victim/ person to allow them to make the right decision. An interpreter should be provided to ensure that the person understands the information that is being communicated. ⁷
Inputs	The financial, human, and material resources used for the development intervention.
Institutionalised	Institutionalised means that desired changes become part of an organisation or entities' ongoing activities and replace what existed before. ⁸
Intersectionality	The way an individual's characteristics are linked, including gender, age, and disability. For example, a person may experience discrimination due to their gender and disability. This may lead to increased exclusion or risk for that individual and requires careful consideration. Intersectionality underscores the importance of not looking at any one characteristic in isolation and of adopting a holistic approach to social inclusion. ⁹
Mainstreamed	A practice reflecting or being compatible with the prevailing attitude and values.
Monitoring	A continuing function that uses systematic collection of data on specified indicators to provide management and the main stakeholders of an ongoing development intervention with indications of the extent of progress and achievement of objectives and progress in the use of allocated funds.
Outcome	The likely or achieved immediate and medium-term effects of an intervention's outputs.
Outputs	The products, capital goods and services which result from a development intervention and may include changes that result from the intervention.
Persons with disabilities	Persons with disabilities include those who have long-term physical, mental, intellectual, or sensory impairments which in interaction with various barriers hinders their full and effective participation in society on an equal basis with others. ¹⁰
Reintegration	The process of recovery and inclusion following a trafficking experience. ¹¹
Restitution	Provides a way to offset some of the harm done to the victim and to provide a socially constructive way for the offender to be held accountable, while offering the greatest possible scope for rehabilitation. It includes the return of property or payment for the harm or loss suffered, reimbursement of expenses incurred as a result of the victimization, the provision of services and the restoration of rights. ¹²
Re-traumatisation	An instance where a victim re-experiences the trauma of their trafficking. ¹³
Service provider	Individuals/institutions/agencies, organisations delivering assistance to victims of trafficking, including but not limited to social, psychological, medical, legal, protection, and livelihood, whether from government or non-government organisations. ¹⁴
Social Inclusion	The process of improving the ability, opportunity, and dignity of people, disadvantaged because of their gender, race, ethnicity, religion, sexual orientation, disability, or migration status, to take part in society. ¹⁵

⁷ ACWC, [Do No Harm Guide for Frontline Responders](#), 2022.

⁸ Osman-Gani, A. M. and Jacobs, R. L. (2004). 'Institutionalization of Organizational Change: A Study of HRD Interventions in Singaporean, US, Japanese, and German Companies'. Paper presented at the *Academy of Human Resource Development International Conference (AHRD)*, Austin, TX, Mar 3-7, 2004, pp 482-489.

⁹ ACWC, [Do No Harm Guide for Frontline Responders](#), 2022.

¹⁰ United Nations [Convention on the Rights of Persons with Disabilities](#), 1989, Article 1; ASEAN, [Enabling Masterplan 2025. Mainstreaming the Rights of Persons with Disabilities](#), February 2019.

¹¹ Surtees, R. M. Meshi, S, Tanellari, A. Lila and O. Hinaj (2022) *Stages of recovery and reintegration of trafficking victims. A reintegration guide for practitioners*. Tirané: Different and Equal and Washington, D.C., NEXUS Institute.

¹² ACWC, [Do No Harm Guide for Frontline Responders](#), 2022.

¹³ ASEAN, [Gender-Sensitive Guideline for Handling Women Victims of Trafficking in Persons](#), October 2016.

¹⁴ ASEAN, [Gender-Sensitive Guideline for Handling Women Victims of Trafficking in Persons](#), October 2016.

¹⁵ ACWC, [Do No Harm Guide for Frontline Responders](#), 2022.

Standard operating procedures	Established or prescribed methods to be followed routinely for the performance of designated operations or in designated situations.
Trafficking in children	Trafficking of children, which includes any person under the age of 18, is the recruitment, transportation, transfer, harbouring, or receipt of a child for the purpose of exploitation, even if this does not involve any of the means set forth in the definition of trafficking in persons. ¹⁶
Trafficking in persons	Shall mean the recruitment, transportation, transfer, harbouring, or receipt of persons, by means of the threat or use of force or other forms of coercion, of abduction, of fraud, of deception, of the abuse of power or of a position of vulnerability or of the giving or receiving of payments or benefits to achieve the consent or assent for people under 18, of a person having control over another person, for the purpose of exploitation. Exploitation shall include, at a minimum, the exploitation of the prostitution of others or other forms of sexual exploitation, forced labour or services, slavery, or practices similar to slavery, or practices similar to slavery, servitude, or the removal of organs. ¹⁷
Trauma	Trauma results from exposure to an incident or series of events that are emotionally disturbing or life-threatening with lasting adverse effects on the individual's functioning and mental, physical, social, emotional, and/or spiritual well-being. ¹⁸
Trauma-informed care	Recognises the impact of traumatic experiences (specifically, a range of physical or psychological violence that may include abuse prior to and during the actual trafficking experience) on an individual's life and behaviour, and on their perceptions of themselves and their bodies. It recognises the signs and symptoms of trauma in trafficked victims. Similar to the victim-centred approach, it focuses on the victim's safety and security and safeguards against policies and practices that may traumatise victims. ¹⁹
Victim centred approach	A victim-centred approach is the systematic focus on the needs and concerns of a victim to ensure the compassionate and sensitive delivery of services in a non-judgmental manner. ²⁰
Victim	Any natural person who is subject to an act of trafficking in persons as defined in the ACTIP. ²¹
Vulnerable groups to trafficking	Different groups of people who are at a higher risk of trafficking due to factors such as their nationality, marital status, gender, ethnicity, race, religion, sexual orientation, age, disability, or migration status. ²²
Witness	Any person which may include the victim, who has knowledge of a relevant event in the trafficking case. ²³

¹⁶ United Nations [Protocol to Prevent, Suppress and Punish Trafficking in Persons Especially Women and Children](#) (The TIP Protocol), 2000, Article 3(c); ASEAN, [ASEAN Convention Against Trafficking in Persons, Especially Women and Children](#), 2015, Article 2.

¹⁷ ASEAN, [ASEAN Convention Against Trafficking in Persons, Especially Women and Children](#), 2015, Article 2(a).

¹⁸ Trauma-Informed Care Implementation Resource Centre (2023) *What is Trauma-Informed Care?* Accessed 31 October 2023.

¹⁹ ACWC, [Do No Harm Guide for Frontline Responders](#), 2022.

²⁰ ACWC, [Do No Harm Guide for Frontline Responders](#), 2022.

²¹ ASEAN, [ASEAN Convention Against Trafficking in Persons, Especially Women and Children](#), 2015, Article 2(e); United Nations [Convention against Transnational Organised Crime](#) (UNTOC) 2001; [Council of Europe Convention on Action against Trafficking in Human Beings](#), 2005.

²² ACWC, [Do No Harm Guide for Frontline Responders](#), 2022.

²³ ASEAN, [Gender-Sensitive Guideline for Handling Women Victims of Trafficking in Persons](#), October 2016.

Background

The ASEAN Commission on the Promotion and Protection of the Rights of Women and Children (ACWC) is an intergovernmental body and integral part of the ASEAN organisation structure. It was established in 2010 to safeguard the rights of women and children. ACWC has partnered with ASEAN-Australia Counter Trafficking program (ASEAN-ACT), to promote the adoption of gender-sensitive and victim-centred approaches to counter trafficking and response activities. ASEAN-ACT continues the Australian Government's strong commitment to supporting the implementation of the ASEAN Convention Against Trafficking in Persons, Especially Women and Children (ACTIP) at the regional, national, and organisational level.

ASEAN and ACWC, together with ASEAN-ACT are committed to promoting the use of gender-sensitive and victim-centred approaches to counter Trafficking in Persons (TIP) to support the implementation of the ACTIP which has been ratified by all ASEAN Member States. The ACTIP encourages ASEAN Member States to continuously improve the effectiveness of laws, policies, services, and cooperation, and minimise the risk of further harm to victims of TIP. To achieve these objectives, the following three guidelines for ACWC's TIP response have been developed:

- Regional Guidelines and Procedures to Address the Needs of Victims of Trafficking in Persons²⁴
- Gender-sensitive Guideline for Handling Women Victims of Trafficking in Persons,²⁵ and
- ASEAN Do No Harm Guide for Frontline Responders: Safeguarding the rights of Victims of Trafficking in Persons.²⁶

These three guidance documents provide references for and good practices of victim-centred and gender-sensitive approaches to countering trafficking. To date, however, data and information on the uptake and implementation of these guidelines is limited. To address this, the ACWC with the support of ASEAN-ACT commissioned Ethos of Engagement (EoE) Consulting to develop a monitoring and evaluation (M&E) system and tools to support user uptake and monitoring of the victim-centred and gender-sensitive guides. The M&E system developed includes a framework of outcomes and indicators. This Guidebook is an easy tool for stakeholders to apply the monitoring framework and performance monitor the adoption and implementation of gender-sensitive and victim-centred approaches to TIP.

²⁴ ACWC, ASEAN Regional Guidelines and Procedures to Address the Needs of Victims of Trafficking in Persons, Especially Women and Children, 2018.

²⁵ ASEAN, [Gender-sensitive Guideline for Handling Women Victims of Trafficking in Persons](#), October 2016.

²⁶ ACWC, [Do No Harm Guide for Frontline Responders](#), 2022.

About this Guidebook

The ACWC commissioned the development of this Guidebook to provide ACWC, ASEAN Member States, organisations, entities and other key counter TIP stakeholders with tools to support their self-assessment and reporting about their progressive adoption of the ACWC's victim-centred and gender-sensitive guides.

It has been designed and developed to provide benefit to both end users, ACWC and ASEAN Member States and its use and application is strongly encouraged but not mandated.

This Guidebook focusses on 40 TIP related immediate outcomes, which are derived from the victim-centred and gender-sensitive guides. Each immediate outcome is described in detail on a single page (see Figure 1). Each immediate outcome includes an explanation and further notes that demonstrate the intended outcome. Intermediate and long-term outcomes are also provided to help users see the long-term opportunities for continuous improvement.

The timeframes for immediate, intermediate, and long-term outcomes are suggested as:



These timeframes have been tested through consultation and reflect broad estimates of how long it may take to achieve each outcome. It is recognised that, depending on the context, timeframes for achievement of outcomes may vary with some immediate outcomes having been achieved already and others taking more than two years to deliver.

This Guidebook also includes a tool to enable users to self-assess their team or organisation's progress for each immediate outcome. This may be done directly through the immediate outcome checklists (Figure 1) and associated ranking using the Building Block Maturity Model (Figure 20.) Output indicators are also suggested (see Annex 1) identifying the type of data that may be useful to collect and report relating to TIP prevention and response. These indicators are written at a high level and may align with existing data collection and reporting within ACWC, ASEAN Member States, organisations, entities, and other key counter TIP stakeholders.

Gender Equality Disability and Social Inclusion (GEDSI) principles are integrated through this Guidebook as part of ACWC and ASEAN's focus on gender-sensitive and victim-centred approaches to counter TIP and response activities. This includes non-discriminatory practices against any vulnerable group based on one or more factors such as age, ability, ethnicity, religion, education, health, sex, and gender identity (see Annex 2).

How this Guidebook was developed

Six Key Areas of counter trafficking and response activity are used to organise the Guidebook and underlying M&E Framework. They were adapted from the ACTIP, the ASEAN Plan of Action Against Trafficking in Persons and the ASEAN *Do No Harm Guide for Frontline Responders*²⁷ Guide. Each is described below:



1. TIP awareness and prevention

TIP awareness and prevention strategies aim to prevent, combat, and effectively suppress TIP, especially against women and children. Prevention initiatives raise public awareness and reduce vulnerability to trafficking. This includes, and is not limited to, conducting awareness campaigns to educate all segments of society and its linkage to violation of human rights, targeting those most at risk with effective involvement of mass media, relevant non-governmental organisations, private sectors, and community leaders to improve social equity, equality and poverty alleviation, sectoral reforms such as safe labour migration pathways, and mechanisms for reporting of TIP (i.e., use of hotlines). Prevention and Awareness also refers to the adoption and implementation of national action plans, where applicable, to identify and prioritise key policies and programmes aimed at preventing TIP, and strengthen the implementation and coordination and monitoring mechanisms of such plans.²⁸



2. Victim identification and referral

Victim identification and referral is the process by which an individual is identified as a TIP victim, which in turn, entitles them to their rights and assistance and protection services, such as medical and other health services, accommodation, food, and basic needs, counselling, and psychosocial care among others. Accurate and timely identification facilitates the rescue and the rapid provision of care of a victim. It disrupts the trafficking process and supports the investigation and prosecution of the perpetrators.²⁹



3. Reflection, recovery and shelter

A recovery and reflection period allows victims time to recover from their experience to help them start to re-establish their physical, psychological, spiritual, and social well-being. Culturally appropriate and voluntary shelter or temporary accommodation facilities provide a safe and secure environment for the TIP victim to gain access to essential services, to recover, and to assist with any legal proceedings. During this period, victims are able to properly process all the information and options available to them.³⁰



4. Return and reintegration

Returning victims to their point of origin should be safe and dignified, with due regard for their privacy and anonymity. The return of any victim should be voluntary. Victims who wish to return home should be assisted in doing so safely without undue or unreasonable delay. For those who are not able to return home, especially if that could endanger their safety and well-being, alternatives should be explored.³¹

²⁷ ACWC, [Do No Harm Guide for Frontline Responders](#), 2022.

²⁸ ASEAN, Plan of Action Against Trafficking in Persons, Especially Women and Children, 2015, pp 5-6.

²⁹ ACWC, [Do No Harm Guide for Frontline Responders](#), 2022.

³⁰ ACWC, [Do No Harm Guide for Frontline Responders](#), 2022.

³¹ ACWC, [Do No Harm Guide for Frontline Responders](#), 2022.



5. Medical and mental health care

Right to health is a basic human right. For a TIP victim, having access to medical and mental healthcare is critical. TIP victims may have minor or severe health problems. Their physical and mental health may be affected through conditions of exploitation or direct assault, including forced drug use, as a control measure. Some may have contracted illnesses or become physically disabled during trafficking. Women and girls who have been sexually exploited may contract sexually transmitted diseases and/or become pregnant.³²



6. Justice processes

The UN Recommended Principles and Guidelines on Human Rights and Human Trafficking³³ call for UN Member States to protect the rights of trafficked victims by identifying them as victims of crime, ensuring they are not treated as criminals and solely as a source of evidence when participating in the justice process. Victims have a choice whether to participate or not to participate in the justice process. Mirroring international standards, the ASEAN Regional Guidelines and Procedures³⁴ affirms that all TIP victims participating in the justice process should be provided with adequate, legally mandated protection, support, and assistance for the duration of their involvement in criminal proceedings and can decide to end their participation at any time.

As obligated by the ACTIP, ASEAN Member States shall consider adopting legislative or other appropriate measures that permit victims of trafficking to remain in its territory, temporarily or permanently, in appropriate cases, and shall consider humanitarian and compassionate victim support and care, including physical safety, privacy and confidentiality. States shall not hold TIP victims criminally or administratively liable for unlawful acts committed by them related to the acts of trafficking and not hold them in detention or prison, prior to, during, or after civil, criminal, or administrative proceedings.

The ACTIP further calls on ASEAN Member States to ensure that its domestic legal system contains measures that offer TIP victims the possibility of obtaining compensation and/or restitution for damage suffered. In order to overcome the challenges in implementing victim compensation and/or restitution, legal and material assistance should be provided to the trafficked person to enable them to realise their rights to adequate and appropriate remedies, including establishing national trust funds. The existence of specialist anti-TIP units, and partnerships with non-justice agencies including CSOs is considered important to encourage or empower potential or presumed TIP victims to participate in the criminal justice process.

Where possible, existing ASEAN resources and publications have informed the content, language, and structure of this Guidebook. This includes the ACTIP and the ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities.³⁵

Extensive consultation has been undertaken in the development of this Guidebook. Using the UN Women's Inclusive Systemic Evaluation for Gender, Environments and Marginalised Voices (ISE4GEMs) approach, four rounds of consultative workshops and key informant interviews (KIIs) were conducted involving over 270 participants with TIP experts in ASEAN Member States, members of the ACWC, ASEAN-ACT leadership and country team, government, and civil society organisations (CSOs). Three regional consultation workshops with ACWC representatives and six workshops at the national level in Indonesia, Thailand, and Vietnam were conducted with over 200 participants; 58 were male, 143 were female and one person identified as non-binary. Feedback from the workshops, KIIs and focus groups was used to cyclically refine and improve the Guidebook framework, content, and usability for all stakeholders.

³² ACWC, [Do No Harm Guide for Frontline Responders](#), 2022.

³³ United Nations High Commissioner for Human Rights (UNHCHR) [Recommended Principles and Guidelines on Human Rights and Human Trafficking](#), 2002.

³⁴ ACWC, ASEAN Regional Guidelines and Procedures to Address the Needs of Victims of Trafficking in Persons, Especially Women and Children, 2018.

³⁵ ASEAN, [Enabling Masterplan 2025, Mainstreaming the Rights of Persons with Disabilities](#), February 2019.

Intended audience

This Guidebook is intended for use by ACWC and relevant sectoral bodies, ASEAN Member States, organisations, entities, and other counter TIP stakeholders to performance monitor the adoption and implementation of gender-sensitive and victim-centred approaches to TIP.

This Guidebook can be used flexibly depending on the stakeholder's area of work and responsibility allowing them to engage with one or more Key Areas that are relevant to their work. Depending on the organisation or entities' area of work this may vary to include frontline responders, reporting or data staff and management.

Types of organisations, entities and counter TIP stakeholders who may use this Guidebook include but are not limited to:

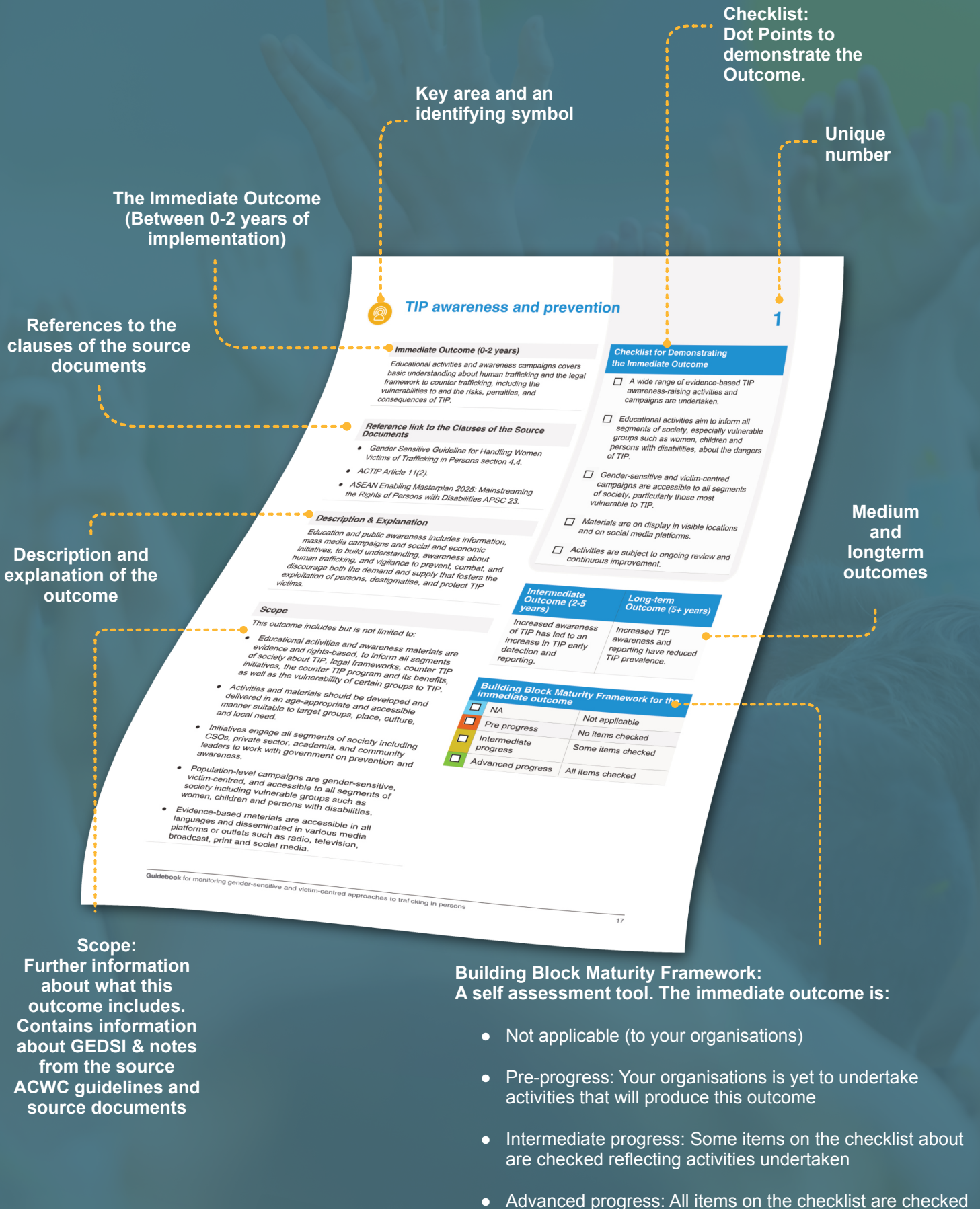
- Law enforcement agencies and their staff**
- Courts and their staff**
- Relevant ASEAN Member States government agencies**
- Relevant service providers and their staff (i.e., legal, shelter, medical, etc.)**
- TIP support organisations and their staff**
- Monitoring and evaluation practitioners**
- Relevant ASEAN sectoral bodies**
- ASEAN ACWC and Secretariat**

How to use this Guidebook

This Guidebook is organised to maximise ease of use by including all relevant information about each Immediate Outcome on one page (Figure 1). Each page includes:


- The Key Area and identifying symbol
- Immediate Outcome number
- The Immediate Outcome
- Reference to relevant clauses of ASEAN gender-sensitive and victim-centred source documents
- A description and explanation of the Immediate Outcome
- The scope of the Immediate Outcome which provides more in-depth information about the application of the outcome.
- A checklist that summarise the description and scope: users can check the items their organisation has achieved.
- The Building Block Maturity Framework: users can self-assess their performance for each Immediate Outcome across the maturity stages of pre-progress, early, intermediate, and advanced progress, enabling them to easily identify areas of strength and opportunities for improvement (see Figure 2).
- The intermediate (2 – 5 years) and in the longer term (5+ years) outcomes; providing users with a long-term view of what achievement of Immediate Outcome is contributing to.

Figure 1 Example of Immediate Outcome page in the Guidebook



Building Block Maturity Framework for the immediate outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked


Figure 2 Building Block Maturity Framework



ADOPT

To support adoption of this Guidebook it may be useful to integrate it into existing or new policies and procedures. The frequency of monitoring using this Guidebook is recommended to be aligned to annual or bi-annual reporting cycles and is expected to prove useful for internal and external audiences.


It is recommended that the results of the self-assessment for the immediate outcomes in this Guidebook be used to inform continuous improvement, information collection and reporting activities.



ADAPT


Each ASEAN Member states and the intended audiences within each country may choose to use the English or a translated version of this Guidebook. If a translation is used, careful review will be required to ensure the intended meaning is accurately conveyed.

The detail of the Guidebook has been written to enable each ASEAN Member States, organisation, or entity to interpret it through their own context. For example, some stakeholders may need to substitute relevant terminology for their context. Just be careful to ensure the intended meaning is not diluted.



FIND SUPPORT

Support to use the Guidebook and reporting tool is provided by ACWC on request.



REPORT

The following steps are recommended to make effective use of this Guidebook for reporting.

STEP 01

Nominate who will use the Guidebook

Management will nominate responsible officers for completing the on behalf of the organisation, entity, region, or team. This includes determining what is in or out of scope for your organisation or entity and each responsible officer. It is possible that different officers will complete different parts of the Guidebook.

Note: Indicate out of scope items in the Guidebook by checking the N/A checkbox.

STEP 02

Understand the Immediate Outcomes

The responsible officer will:

- Review the Immediate Outcomes in scope
- Read the description and scope
- Where in doubt use the references to check the intention of the source documents.

STEP 03

Gather evidence

The responsible officer will:

- Gather evidence or investigate demonstration of the checklist items.

Note: This may include gathering quantitative and qualitative data and also checking with relevant staff and discussing current practices.

STEP 04

Complete the checklist

The responsible officer will:

- Use their assessment of each checklist item and check those that have been demonstrated.

Note: The responsible officer will need to exercise their own judgement at this step, based on a reasonable demonstration of each checklist item.

STEP 05

Determine progress for each Immediate Outcome

The responsible officer will:

- Determine the most appropriate self-assessment rating using the Building Block Maturity Model for each Immediate Outcome (Pre-progress, Intermediate progress, or Advanced progress) and select the related checkbox in the Guidebook.



TIP awareness and prevention

1

Immediate Outcome (0-2 years)

Educational activities and awareness campaigns covers basic understanding about human trafficking and the legal framework to counter trafficking, including the vulnerabilities to and the risks, penalties, and consequences of TIP.

Reference link to the Clauses of the Source Documents

- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons section 4.4.
- ACTIP Article 11(2).
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities APSC 23.

Description & Explanation

Education and public awareness includes information, mass media campaigns and social and economic initiatives, to build understanding, awareness about human trafficking, and vigilance to prevent, combat, and discourage both the demand and supply that fosters the exploitation of persons, destigmatise, and protect TIP victims.

Scope

This outcome includes but is not limited to:

- Educational activities and awareness materials are evidence and rights-based, to inform all segments of society about TIP, legal frameworks, counter TIP initiatives, the counter TIP program and its benefits, as well as the vulnerability of certain groups to TIP.
- Activities and materials should be developed and delivered in an age-appropriate and accessible manner suitable to target groups, place, culture, and local need.
- Initiatives engage all segments of society including CSOs, private sector, academia, and community leaders to work with government on prevention and awareness.
- Population-level campaigns are gender-sensitive, victim-centred, and accessible to all segments of society including vulnerable groups such as women, children and persons with disabilities.
- Evidence-based materials are accessible in all languages and disseminated in various media platforms or outlets such as radio, television, broadcast, print and social media.

Checklist for Demonstrating the Immediate Outcome

A wide range of evidence-based TIP awareness-raising activities and campaigns are undertaken.

Educational activities aim to inform all segments of society, especially vulnerable groups such as women, children and persons with disabilities, about the dangers of TIP.

Gender-sensitive and victim-centred campaigns are accessible to all segments of society, particularly those most vulnerable to TIP.

Materials are on display in visible locations and on social media platforms.

Activities are subject to ongoing review and continuous improvement.

Intermediate Outcome (2-5 years)

Increased awareness of TIP has led to an increase in TIP early detection and reporting.

Long-term Outcome (5+ years)

Increased TIP awareness and reporting have reduced TIP prevalence.

Building Block Maturity Framework for the immediate outcome

NA	Not applicable
Pre progress	No items checked
Intermediate progress	Some items checked
Advanced progress	All items checked



TIP awareness and prevention

2

Immediate Outcome (0-2 years)

Safe, orderly, and regular migration pathways are established and/or strengthened and promoted.

Reference link to the Clauses of the Source Documents

- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 4.5, 4.9.
- ACTIP Article 12(e).

Description & Explanation

Countries of origin provide opportunities for regular, gainful, and non-exploitative migration pathways where regulatory and supervisory mechanisms are in place to protect the rights and safety of migrants and vulnerable groups to TIP.

Scope

This outcome includes public awareness campaigns on TIP and regular migration to:

- Enable free movement of people to take place and ensure that immigration requirements are adhered to. ASEAN Member States disseminate accurate information on regular, safe, and non-exploitative migration options.
- Inform potential migrants, particularly women, about the risks of migration and irregular migration including exploitation, debt bondage, security, and health issues such as HIV/AIDS and organ removal and conduct public awareness campaigns.
- Provide opportunities for regular, safe, fair, and ethical migration, and promote the regulatory and supervisory measures that safeguard the rights of migrants.
- Provide information that is gender-sensitive, victim-centred, and accessible to all segments of society including vulnerable groups such as women, children and persons with disabilities.

Checklist for Demonstrating the Immediate Outcome

Countries of origin and destination:

Enable free movement of people and ensure that immigration requirements are adhered to.

Inform potential and new arrival of migrants about the risks of TIP in regular migration and irregular migration processes.

Conduct public awareness campaigns on TIP and the risks of migration and irregular migration.

Promote regulatory and supervisory measures to safeguard the rights of migrants.

Provide information that is gender-sensitive, victim-centred, and accessible to all segments of society

Intermediate Outcome (2-5 years)

Increased awareness of TIP has led to an increase in TIP early detection and reporting.

Long-term Outcome (5+ years)

Increased TIP awareness and reporting has reduced TIP prevalence.

Building Block Maturity Framework for the immediate outcome

NA	Not applicable
Pre progress	No items checked
Intermediate progress	Some items checked
Advanced progress	All items checked



TIP awareness and prevention

3

Immediate Outcome (0-2 years)

Research is conducted, and data and good practices are collected, about TIP and related issues.

Reference link to the Clauses of the Source Documents

- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 4.1, 4.8.
- ACTIP Article 11(4).

Description & Explanation

Countries and organisations conduct formal and informal research, studies and situational analysis on TIP, emerging issues, and related topics. GEDSI disaggregated TIP data and good practices may be collected by both governments, CSOs and practitioners to improve TIP prevention and response.

Scope

Research, studies, and situational analysis may be conducted by ASEAN Member States or CSOs to:

- inform or modify national or regional level policies
- strengthen measures
- improve bilateral or multilateral cooperation and
- inform internal organisational decision-making.

Topics may include but are not limited to:

- factors that make persons vulnerable to trafficking such as poverty, under-development, and lack of equal opportunity, discrimination, and exclusion
- trends in the demand and supply of TIP such as sexual exploitation, exploitative labour, organ removal, forced marriage and other relevant issues
- enabling factors such as weak laws, policies and procedures and corruption, and other relevant issues
- TIP for forced criminality and
- good practices for TIP prevention and eradication.

Data collection may include but is not limited to:

- Formal, informal research and consolidated information from various documents and reports for analysis.

Findings shall be made publicly available and accessible to all while also taking into consideration of confidentiality of privacy and identity.

Checklist for Demonstrating the Immediate Outcome

- Research is conducted about any of the factors and emerging issues relating to TIP.
- Organisations conduct internal research.
- Recommendations and findings of research inform TIP prevention and response.
- GEDSI disaggregated TIP data is collated, analysed, and shared with relevant stakeholders.
- Research findings and TIP data analysis informs the development of law, policy, and practice changes.

Intermediate Outcome (2-5 years)

Evidence is utilised to craft evidence-based measures to combat TIP supply and demand.

Long-term Outcome (5+ years)

TIP research and reporting has reduced TIP prevalence and improved response.

Building Block Maturity Framework for the Immediate Outcome

NA	Not applicable
Pre progress	No items checked
Intermediate progress	Some items checked
Advanced progress	All items checked



TIP awareness and prevention

4

Immediate Outcome (0-2 years)

Governments and institutions have TIP laws, policies, plans, programs, resources, agreements, and guidelines in place to counter TIP.

Reference link to the Clauses of the Source Documents

- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 4.2, 4.8, 4.16.
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities APSC 9.
- ACTIP Article 11(4).

Description & Explanation

ASEAN Member States promulgate relevant and resourced national and sub-national level TIP laws, policies, strategic plans, programs or initiatives, and the coordination and cooperation between ASEAN Member States.

Monitoring and evaluation systems are strengthened to assess and review counter TIP laws, plans, programs, or initiatives.

Scope

This outcome includes laws, regulations, and policies:

- Countries (re)assess and modify laws, regulations, and policies that counter TIP, to protect workers in sectors where exploitation is common and ensure safe migration by considering the impact of discriminatory laws on vulnerable groups such as women, children, and persons with disabilities.
- Structures or mechanisms such as anti-trafficking task forces or units at the national and sub-national level are established.

This outcome includes initiatives to reduce vulnerability to TIP:

- Measures address the factors that make individuals, especially women and children, vulnerable to trafficking. These include intersectional factors including poverty, underdevelopment, gender inequality and lack of equal opportunity.
- Educational programmes (i.e., literacy) and occupational skills training offer TIP victims a means of securing a livelihood and to prevent re-trafficking.

This outcome includes coordination and cooperation:

- The provision and accessibility of care and support services for TIP victims are promoted with an emphasis on victims' rights.
- National governments, departments, institutions, and agencies are working towards interagency cooperation and collaboration aimed at preventing TIP under bilateral MOUs, where applicable.
- Agreements, collaboration, and regional coordination are resourced and support the implementation of the Plan of Action in counter TIP including combating various transnational crimes.

Checklist for Demonstrating the Immediate Outcome

Countries identify, modify, and promulgate counter TIP laws and policies.

Programs for secure livelihoods are implemented for TIP victims.

Entities collaborate and coordinate providing care and support for TIP victims.

Counter TIP bilateral agreements are established and/or strengthened, resourced, and implemented.

Intermediate Outcome (2-5 years)

National and sub-national levels governments, departments, institutions, and agencies develop and implement strategic plans of action and promulgate necessary policies and programs.

Long-term Outcome (5+ years)

Anti-TIP laws and policies are comprehensive, stronger and reduce TIP prevalence.

Building Block Maturity Framework for the Immediate Outcome

NA	Not applicable
Pre progress	No items checked
Intermediate progress	Some items checked
Advanced progress	All items checked



TIP awareness and prevention

5

Immediate Outcome (0-2 years)

Laws and policies are implemented to investigate, prosecute, and adjudicate TIP cases, promote the rights of trafficked persons, especially the right to obtain remedies such as restitution and/or compensation and deter TIP.

Reference link to the Clauses of the Source Documents

- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons section 3.6.2.
- ACTIP Articles 12(h), 16(9).

Description & Explanation

Traffickers and wrongdoers including government officials involved in TIP are investigated and prosecuted in accordance with the ACTIP. This outcome is to ensure the enforcement of victims' rights, especially access to remedies such as restitution and/or compensation, as well as the imposition of appropriate penalties as a deterrent.

Scope

This outcome includes measures for the deterrence of TIP:

- The investigation, restriction of movement, adjudication and prosecution of traffickers and others, in accordance with national legislation and ensure that any person who perpetrates or supports TIP is brought to justice.
- Community empowerment to participate in TIP awareness, prevention, and reporting of TIP crimes.
- ASEAN Member States promote counter TIP efforts reporting to the public investigations, arrests, and prosecutions, as well as restitution and/or compensation paid to TIP victims.

Checklist for Demonstrating the Immediate Outcome

National legislation is in place enabling the investigation of traffickers and others, and related offences.

National legislation is in place enabling the adjudication and prosecution of traffickers and others.

National legislation is in place enabling the payment of restitution and/or compensation for TIP victims.

Communities are empowered to participate in TIP awareness, prevention, and reporting.

Information on TIP prosecutions is accessible to the public as a deterrent.

Intermediate Outcome (2-5 years)

Human traffickers and other persons involved in TIP are routinely investigated and prosecuted.

Long-term Outcome (5+ years)

Increased TIP investigation and prosecution has disrupted TIP criminality.

Building Block Maturity Framework for the Immediate Outcome

NA	Not applicable
Pre progress	No items checked
Intermediate progress	Some items checked
Advanced progress	All items checked



TIP awareness and prevention

6

Immediate Outcome (0-2 years)

Counter TIP agencies have a working knowledge of the elements of TIP, gender-sensitive and victim-centred skills, and are resourced to prevent TIP.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures section 4.1.1.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 4.10, 4.16.
- ACTIP Articles 13(2), 16(1), 16(6).

Description & Explanation

Counter TIP agencies, relevant authorities, CSOs and community leaders have the capacity, knowledge, gender-sensitive and victim-centred skills to implement preventative measures and suppress TIP crimes.

Scope

Resources are allocated to counter TIP agencies, relevant authorities, CSOs and community leaders to conduct training to:

- strengthen professional competencies to conduct early detection and prevention of TIP
- improve interagency and regional co-operation
- improve border control with greater awareness of TIP
- secure issuance of identity and travel documents
- measures against counterfeiting and fraudulent use of documents, and
- carry out gender-sensitive and victim-centred prevention and awareness activities.

Checklist for Demonstrating the Immediate Outcome

- Robust border controls are in place and supported by increased awareness of TIPs.
- Resources are allocated to implement and enhance the capacity of anti-trafficking practitioners, including frontline responders, to carry out gender-sensitive and victim-centred prevention and awareness activities.

Intermediate Outcome (2-5 years)

Counter-trafficking agencies have gender-sensitive, and victim-centred skills and the capacity to detect and prevent TIP crimes, in a timely manner.

Long-term Outcome (5+ years)

TIP awareness and prevention measures reduce the opportunities for TIP to occur.

Building Block Maturity Framework for the Immediate Outcome

NA	Not applicable
Pre progress	No items checked
Intermediate progress	Some items checked
Advanced progress	All items checked



TIP awareness and prevention

7

Immediate Outcome (0-2 years)

SOPs, laws, regulations and policies for disaster relief and emergency response include TIP prevention.

Reference link to the Clauses of the Source Documents

- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 3.8.1.2, 3.8.1.3.
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities APSC 9, 12, 13, 14.

Description & Explanation

Disasters or emergency response situations include natural disasters, such as drought, floods, tsunamis, earthquake, and volcanic eruptions etc. It also includes humanitarian crises such as famine, forced migration and conflict. Disaster relief and emergency response is not dependent on a state of emergency being declared.

TIP is a direct consequence of a crisis. Crisis situations prompt additional and specific risk factors to TIP. Breakdown of rule of law and institutions and lack of economic opportunity may heighten vulnerability to TIP among affected populations as well as prompt disrupted criminal networks to adapt to new situations. TIP perpetrators may target new sites including refugee and displaced persons camps, transit points or local populations hosting migration populations. Traditional harmful and cultural practices may increase during a crisis and the absence of protection and lack of immediate solutions increase TIP exposure and vulnerability³⁶

Checklist for Demonstrating the Immediate Outcome

Disaster relief and emergency response SOPs, laws, regulations, and policies embed TIP awareness and prevention.

SOPs, laws, regulations and policies for disaster and crisis response are gender-sensitive and victim-centred TIP prevention and response measures.

Disaster risk reduction and emergency stakeholders coordinate and cooperate with relevant counter TIP stakeholders to prevent and suppress TIPs in times of crisis and emergency.

Frontline emergency responders are trained to use national guidelines or SOPs related to early identification and referral of victims.

Awareness-raising and educational campaigns about before, during and after a disaster and TIP and referral pathways, are conducted.

³⁶ International Organization for [Migration Addressing Human Trafficking and Exploitation in Times of Crisis](#) (IOM) 2015.

Scope

This outcome suggests that gender-sensitive and victim-centred counter-TIP effort be embedded into disaster relief and emergency response. Counter-TIP actors need to coordinate with emergency and disaster response actors in collaboration and partnership at the national, regional, and local levels, both between and within ASEAN Member States.

SOPs, laws, regulations, and policies for disaster and crisis response may be supported by:

- Inclusive disaster resilience plans with budget allocation, assistive devices, medical treatment, healthcare accessibility, emergency preparation, response strategies, relief plans, and monitoring mechanisms.
- A network of disability and human rights professionals within emergency response management, involving organisations of persons with disabilities in planning, implementation, and evaluation of disaster and emergency policies.
- ASEAN disaster management committees and guidelines with international and regional disability and human rights frameworks.
- Disability and human rights frameworks are included in plans of action for the cooperation between sectoral bodies regarding transnational TIP crimes.
- Awareness-raising and educational campaigns about TIP and referral pathways that target the general public, crisis-affected populations and at-risk populations, governments and CSOs and peacekeepers, with the aim of bridging knowledge gaps before, during and after a disaster³⁷
- Training for frontline responders to adhere to national guidelines or SOPs for victim identification and referral.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
SOPs, laws, regulations and policies for disaster relief and emergency response are implemented and continuously improved.	SOPs, laws, regulations, and policies are institutionalised and mainstreamed.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked

³⁷ International Organization for Migration [Addressing Human Trafficking and Exploitation in Times of Crisis](#) (IOM) 2015, p 4.



TIP AWARENESS AND PREVENTION EXAMPLES OF GOOD PRACTICE

Educational activities and awareness campaigns emphasise the risks, penalties, and consequences of TIP

In Vietnam social organisations conduct and monitor child protection activities through seminars, training, and communication campaigns. They mainly support cases of sexual abuse of children, providing volunteer support and advice.

Lawyers for children's rights voluntarily support these organisations by conducting public demonstrations of mock trials using high profile lawyers. The model is very well received in the localities where it has been conducted because it is learner-centered, easy to absorb and people share experiences in child protection, domestic violence, and human trafficking prevention.

The arrest of a customer using the services of trafficking

A TIP prosecution in Thailand, that captured a lot of media attention, focussed on the prosecution of a high-profile individual as the customer of forced prostitution of a child under 18 years. The customer was investigated, prosecuted, and sentenced for the crime of molestation of a child under 15 years old. He also lost his job without a pension on the grounds that he had committed a heinous act. This case raised public awareness and was a serious deterrent to engaging with human trafficking or forced prostitution.



Victim identification and referral

8

Immediate Outcome (0-2 years)

ASEAN Member States adopt and apply the ACTIP definition of 'trafficking in persons'.

Reference link to the Clauses of the Source Documents

- Regional guidelines and procedures sections 1.1.1, 1.1.2, 1.1.3, 4.1.1.
- ACTIP Articles 2(a)-(e), 14(2).

Description & Explanation

The UN Protocol to Prevent, Suppress and Punish Trafficking in Persons, Especially Women and Children, which supplements the UN Convention against Transnational Organized Crime³⁸ is considered the 'principal global and legally binding instrument to combat trafficking in persons', particularly as it establishes the first international legal definition of 'trafficking in persons'. The 2000 Trafficking Protocol has been widely accepted by states and the international community, with all major international legal and policy instruments on trafficking adopting the Protocol's definition, including the ACTIP.

The definition of TIP is clearly defined in Article 3 of the Protocol with three elements (act, means, and purpose) having to be present to constitute TIP except in relation to child trafficking which does not require the means element. The consent of the TIP victim is declared irrelevant when any of the defined means are used. Children are defined as persons under the age of 18 as set out by the Convention on the Rights of the Child.

Consistency in the definition of TIP is essential to be able to accurately identify victims of trafficking. Mutual recognition of victim identification in cases where trafficking occurs in more than one country as mandated by the ACTIP Article 14(2) will be operable only if all ASEAN Member States recognise the same TIP definition in their national legal frameworks, including in victim identification guidelines and SOPs.

Checklist for Demonstrating the Immediate Outcome

Laws, policies, and procedures include adopt the definition of 'trafficking in persons' set out in the ACTIP.

SOPs and guidelines for TIP victim identification use accurate definitions of trafficking established by the ACTIP including distinguishing elements to be established between adult and child victims.

Children are defined as persons under the age of 18 as set out by the Convention on the Rights of the Child.

Key terms within the national legal definition related to TIP are defined in accordance with relevant ACTIP and/or international legal instruments or guidance.

Training is provided to practitioners to ensure they understand and apply the definition of 'trafficking in persons'.

TIP laws, policies and procedures are routinely reviewed, evaluated, and strengthened.

³⁸ United Nations [Protocol to Prevent, Suppress and Punish Trafficking in Persons Especially Women and Children](#) (The TIP Protocol), 2000; United [Nations Convention against Transnational Organised Crime](#) (UNTOC) 2001. p 4.

Scope

This outcome includes:

- Laws, policies, and procedures adopt and apply the definition of TIP as set out in the ACTIP, including the definition as it applies to trafficking in children and the principle of the irrelevance of consent.
- Key terms within the national legal definition related to TIP such as ‘forced labour’ or ‘abuse of a position of vulnerability’ and ‘child’, are defined in accordance with relevant international legal instruments or guidance.
- The definition of child trafficking is included in domestic TIP laws and policies and the elements that constituted child trafficking (act and purpose) are clearly defined under victim identification guidelines and SOPs.
- Training is provided to practitioners to ensure they understand and apply the definition of ‘trafficking in persons’.
- TIP laws, policies and procedures are routinely reviewed, evaluated, and strengthened to include emerging TIP activity such forced criminality.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
SOPs, laws, regulations, and policies about the definition of ‘trafficking in persons’ are implemented and continuously improved to align to relevant national and international conventions, emerging issues, and trends.	TIP laws and policies are continuously reviewed to ensure compliance with the obligations under the ACTIP and reduction of TIP prevalence.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Victim identification and referral

9

Immediate Outcome (0-2 years)

SOPs and guidelines for victim identification are aligned to the ACTIP.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 1.3.8, 2.2.6, 1.2.4, 2.4.10, 4.2.9, 4.3.10.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 2.6.2, 3.2.1, 3.2.4, 3.2.5, 3.2.7, 3.3.3, 3.5.6.
- Do No Harm Guide for Frontline Responders, pp 15, 16, 24, 25, 29, 32.
- ACTIP Articles 1(b), 14(1), 14(2), 14(7), 14(10), 14(12).

Description & Explanation

Failure to recognise individuals who are potential victims of trafficking violates that person's rights, causes further harm, and diminishes opportunities to apply counter TIP legal frameworks. Rapid and accurate identification of trafficking victims is fundamental to an effective criminal justice response and to ensuring that trafficking victims are assisted, supported, and protected. Mechanisms and procedures must be in place to facilitate this.

The ACTIP calls on ASEAN Member States to establish uniform victim identification guidelines and SOPs for the proper identification of trafficking victims, and where necessary, collaborate with relevant non-governmental organisations. Such tools and guidelines safeguard the wellbeing of all victims and potential victims, in particular, the special needs of children.

Checklist for Demonstrating the Immediate Outcome

SOPs and guidelines for TIP victim identification are implemented that align with the ACTIP obligations.

ASEAN Member States apply the same TIP definition and mutually recognises the identification results when trafficking occurs in more than one country.

ASEAN Member States are working towards routine revision of laws, regulations, and policies to ensure alignment with the ACTIP and other international standards on victim identification.

Victim identification is part of victims' rights. All presumed victims should be provided with information and access to the identification process.

Informed consent and affirmative assent is obtained.

SOPs and guidelines for TIP victim identification consider gender, age, and the needs of trafficked victims, especially children.

TIP victim support personnel are available to TIP victims.

TIP victims are always provided with a qualified interpreter if required.

TIP victims always receive information in a language and format they can understand.

TIP victims are involved in planning and implementing their assistance.

Scope

ASEAN Member States:

- Have established, endorsed, and implemented national or regional guidance documents for victim identification that align with its ACTIP obligations.
- SOPs and guidelines for TIP victim identification and decisions are clear, well-documented, and based on good practice models to improve the speed and accuracy of victim identification.
- SOPs and guidelines are designed to ensure mutual recognition by other ASEAN Member States, coordination, and cooperation between domestic and international authorities.
- Routinely revise laws, regulations, and policies to ensure alignment with the ACTIP and other international standards on victim identification.
- Collect appropriate and consistent data for decision-making, documentation, and reporting.
- Dissemination of information to practitioners includes training and evidence-based materials.

Safeguards are in place for vulnerable groups such as women, children, and persons with disabilities, ensuring a child-friendly approach:

- TIP victim support personnel, interpreters, and information is child friendly and available in multiple languages and formats as well as in signed languages, and available to all segments of society, including children, vulnerable populations, and persons with disabilities. TIP victims should be able to choose the gender of support personnel.
- Victims of sexual violence are treated with particular sensitivity and in accordance with the age, gender, and victim's needs.
- TIP victims are involved in all aspects of planning and implementing assistance, informed consent, or affirmative assent (for children) is obtained.
- Upon participating in the victim identification process, victims should be referred to available support and assistance even if victims choose not to participate in the criminal justice process.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
SOPs and guidelines on victim identification are implemented and continuously improved.	SOPs and guidelines on victim identification are institutionalised and mainstreamed in line with the ACTIP and are mutually respected and recognised across ASEAN Member States.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Victim identification and referral

10

Immediate Outcome (0-2 years)

A TIP central focal point or similar coordinating structure is established and/or strengthened in each ASEAN member states.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 1.3.9, 1.4.10, 6.1.3.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 3.1.1, 3.2.8, 3.4.1, 3.4.2, 3.4.4.
- ACTIP Article 12(b).
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities APSC19.

Description & Explanation

Central focal points or similar co-ordinating structures, such as the counter TIP task force in Indonesia, the coordinating council in the Philippines, and committees in Mekong region countries have established policies, guidelines, and SOPs to operationalise victim identification and referral.

To ensure rapid and accurate victim identification, coordinating bodies should appoint a dedicated agency responsible for victim identification and victim support and protection referral. They should encourage the involvement of CSOs, community leaders, and other non-governmental organisations to participate in the early detection and preliminary identification of potential TIP victims, victim identification process and referral. This national coordinating body should also encourage the establishment of sub-task forces at the sub-national level to enhance victim identification and referral.

Checklist for Demonstrating the Immediate Outcome

Policy for operationalising victim identification and referral pathway is established.

Gender-sensitive and victim-centred tools and guidelines on victim identification are used by agencies tasked to conduct victim identification and referral.

Tools and guidelines on victim identifications are periodically reviewed and revised as necessary.

Embassies may assign a point of contact to collaborate with government agencies.

Sub-national level task forced/council/committees are established to support victim identification and referral at the local level.

CSOs, community leaders and other non-government agencies are engaged to support TIP victims and/or potential TIP victims in the victim identification and referral process.

National and sub-national TIP central focal points (i.e., task force/council /committee) are supported with sufficient resources to implement victim identification and referral mechanisms (i.e., budget, human resources, and technology).

Scope

The TIP central focal point (task force/council /committee) should:

- Establish policy on victim identification, including victim identification and referral pathways.
- Develop guidance on operationalising a gender-sensitive and victim-centred approach to supporting victims (victim support ranges from victim identification, recovery, shelter, repatriation, to reintegration provisions).
- Monitor and evaluate the implementation and use of these guidelines and tools, if necessary, revising them periodically to accommodate emerging TIP trends and new approaches.
- Established a national referral mechanism for victim support and protection working with relevant ASEAN Sectoral bodies.
- Sufficient resources are allocated to intensify victim identification and referral.

This outcome includes coordination and cooperation:

- The designated central focal point is recognised by other ASEAN Member States to receive referrals of TIP victims.
- Embassies may assign a point of contact to collaborate with government agencies in identifying trafficked victims regardless of their possession of official documents.
- Communication channels with other ASEAN Member States are strengthened to exchange information on foreign victim identification, utilizing consular officials when appropriate.
- Service providers (i.e., legal services, shelter and accommodation, medical and social services) obtain victim's written or recorded verbal informed consent or affirmative assent for people under 18 and consent from parent or legal guardian, to share relevant case information with central focal points or similar co-ordinating structure and service providers in the destination country.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
The TIP central focal point facilitates collaboration and coordination between agencies to ensure timely and accurate identification and referral to victim support services.	Victim identification, protection, support, and referral is institutionalised and mainstreamed in line with the ACTIP.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Victim identification and referral

11

Immediate Outcome (0-2 years)

TIP victims are not held liable for any unlawful acts committed as a direct result of being trafficked.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 2.6.14, 3.6.1, 4.3.10.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons section 3.6.1.
- Do No Harm Guide for Frontline Responders, p 21.
- ACTIP Article 14(7).

Description & Explanation

The ACTIP represents a major commitment by ASEAN Member States to ensure the safety of victims, protection of privacy, and protection of victims from detention and criminalization. The ACTIP makes it clear that holding victims criminally or administratively liable for status offenses³⁹ and detaining victims is not consistent with the convention's provisions or those of UN conventions on trafficking in persons.⁴⁰

Criminalisation is often compounded by a failure to identify a victim correctly and promptly, denying the victim their rights even where a non-punishment provision exists in domestic law. Instead of being promptly identified and referred to proper shelters, presumed victims of trafficking are often detained or deported, especially when relevant authorities believe victims are complicit in their own trafficking because they engaged in irregular activities such as prostitution, scamming, gambling, illegal entry, or illegal work.

Scope

Laws and policies are established, reviewed, evaluated, and strengthened at regular intervals to ensure identified or provisionally identified TIP victims, including children, are not:

- held criminally, or administratively liable for unlawful acts committed by them, if such acts are directly related to the acts of trafficking
- unreasonably held in detention or in prison, prior to, during, or after civil, criminal, or administrative proceedings for trafficking in persons.

Provision for the non-punishment of victims is included in ASEAN Member States laws, regulations, and policies, as well as in the relevant victim identification guidelines and SOPs.

Checklist for Demonstrating the Immediate Outcome

Laws and policies are established or amended to prevent TIP victims from being held liable for unlawful acts committed by the victim as a result of being trafficked.

Laws and policies are implemented to prevent TIP victims from being held liable for unlawful acts committed by the victim as a result of being trafficked.

Laws, policies, and procedures are established or amended to prevent TIP victims from being unreasonably held in detention or in prison, prior to, during, or after civil, criminal, or administrative proceedings for trafficking in persons.

Laws and policies are implemented to prevent TIP victims from being unreasonably held in detention or in prison, prior to, during, or after civil, criminal, and administrative proceedings for trafficking in persons.

Intermediate Outcome (2-5 years)

TIP laws are revised to include provisions to protect victims from being held liable for unlawful acts and respond to emerging issues and trends.

Long-term Outcome (5+ years)

Non-punishment principles are institutionalised and mainstreamed in line with the ACTIP.

Building Block Maturity Framework for the Immediate Outcome

NA	Not applicable
Pre progress	No items checked
Intermediate progress	Some items checked
Advanced progress	All items checked

³⁹ See also ASEAN, [Criminal Justice Responses to Trafficking in Persons: ASEAN Practitioner Guidelines](#), June 2007, Part 1(c), para. 2.

⁴⁰ United Nations High Commissioner for Human Rights (UNHCHR) [Recommended Principles and Guidelines on Human Rights and Human Trafficking](#), 2002: Commentary. OHCHR, New York and Geneva, 2010, Principle 7 and related guidelines, pp 129–140.



Victim identification and referral

12

Immediate Outcome (0-2 years)

TIP victim's rights, privacy, and personal data, and that of their family, are protected.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 2.3.7, 2.3.8.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons section 2.3.1.
- Do No Harm Guide for Frontline Responders, p 16.
- ACTIP Articles 14(6), 16(6).

Description & Explanation

As established by the ACTIP, ASEAN Member States are required to protect the privacy and identity of trafficking victims, including their family, by keeping legal proceedings related to trafficking confidential.

Prevention of secondary victimisation of trafficking victims should be a priority in the actions of all professionals. The ACTIP further requires ASEAN Member States to strengthen training programs for relevant officials in the prevention and combating of TIP, including those responsible for victim identification, investigation, adjudication, and prosecution.

Scope

This outcome includes laws, regulations, and policies to:

- Ensure TIP victims' and their family's right to privacy and confidentiality from the time they have been identified or presumed as TIP victims.
- Prohibit publication of any details that could lead to the identification of TIP victims and their families unless the victim gives written or recorded verbal informed consent. In the case of children, affirmative assent must be obtained from the child in addition to the consent from their parent or legal guardian to the disclosure, or the disclosure is considered essential for other reasons such as the right of any accused person to a fair trial. Child TIP victims should be appointed a legal guardian, whenever their parents are temporarily or permanently unable, unwilling, or unsuitable to exercise their parental rights.
- Ensure that all files are anonymised, and clear guidelines established to prevent names, dates of birth, addresses and other private information that might divulge the identity of TIP victims, family, or witnesses.
- Laws, policies, and procedures relating to privacy and confidentiality are routinely reviewed, evaluated, and revised.
- Strengthened the capacity of relevant government and non-government personnel to uphold victims' and their family's right to privacy.

Checklist for Demonstrating the Immediate Outcome

Laws are established to protect TIP victims' and their family's right to privacy and prohibit publication of details that could identify TIP victims.

Laws are implemented to protect TIP victims' and their family's right to privacy and prohibit publication of details that could identify TIP victims.

Policies are established to protect TIP victims' and their family's right to privacy and prohibit publication of details that could identify TIP victims.

Policies are implemented to protect TIP victims' and their family's right to privacy and prohibit publication of details that could identify TIP victims.

Legal policy and practice protect victim and their family's privacy.

Structures are in place to ensure legal cases are confidential such as anonymising victims' names, date of birth and address and that of their families.

Laws, policies, and procedures are relating to the rights of victims to privacy and confidentiality and their families routinely reviewed, evaluated, and revised.

Intermediate Outcome (2-5 years)

Protection of victims' privacy, identity and confidentiality is standard practice.

Long-term Outcome (5+ years)

Victims' data is protected with mechanisms for the appropriate referral and collection of data in accordance with international best practice.

Building Block Maturity Framework for the Immediate Outcome

NA	Not applicable
Pre progress	No items checked
Intermediate progress	Some items checked
Advanced progress	All items checked



Victim identification and referral

13

Immediate Outcome (0-2 years)

SOPs and guidelines for child victim referral are in line with the Convention on the Rights of the Child (CRC).

Reference link to the Clauses of the Source Documents

- Regional guidelines and procedures sections 4.1.1-3, 4.1.8.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 3.2.3, 3.2.9.
- Do No Harm Guide for Frontline Responders, p 32.
- ACTIP Article 14(12).

Description & Explanation

Relevant agencies establish SOPs and guidelines for child victim referral processes that are consistent with the Convention on the Rights of the Child.⁴¹

The ACTIP calls on ASEAN Member States to recognise the different pathways of age, gender, and specific needs, in particular the special needs of children, in all stages of victim support and protection including in referral. There is no single approach for addressing the specific conditions and circumstances of children. Services must be tailored to their individual and specific needs and implemented in a child-friendly way.

The intersectionality lens shall be used to help relevant authorities and agencies recognise that victims including children have multiple identities according to country, age, ethnic or social origin, disabilities, and other factors such as culture and religion.

The best interest of a child shall be placed at the centre of any programs/actions as a primary consideration of any measures affecting children, including in the referral process. Children should be fully informed about and engaged in all decisions and interventions through affirmative assent.

Every effort must be made in line with the CRC, and a legal guardian should be appointed to protect their rights and interests, whenever their parents are temporarily or permanently unable, unwilling, or unsuitable to exercise their parental rights.

Checklist for Demonstrating the Immediate Outcome

Personnel working with child TIP victims are appropriately trained and competent.

An intersectional lens is applied when interacting with child victims.

SOPs for child TIP victim referral processes in place.

SOPs for child TIP victim referral processes are implemented.

Affirmative assent is obtained.

Child TIP victim's views are respected and considered in planning and implementing their assistance, in accordance with their age, maturity and ability.

Child TIP victims always receive information in a language and format they can understand.

ASEAN Member States periodically review and revise laws, regulations, and policies.

⁴¹ United Nations [Convention on the rights of the child](#), 1989.

Scope

This outcome includes the following considerations for SOPs for all children, including children who do not have parents or legal guardians, with their affirmative assent when appropriate:

- Child TIP victims have the right to provide or withhold affirmative assent about matters relating to them.
- Child TIP victims, in accordance with their age, maturity and ability, are fully informed and involved in all decisions, including in the criminal justice process, by appropriately trained and competent personnel.
- Child TIP victims are respected, and their views considered in accordance with their age, maturity, and ability, including the support they wish to receive.
- Child TIP victims are provided relevant information about their situation and entitlements in an appropriate manner and format they can understand.
- They are kept informed of the progress of their case.
- Family reunification is the first and preferred option in accommodating children. This should be pursued in all situations where this is deemed safe and healthy for the child.

This outcome includes coordination and cooperation between domestic and international authorities.

ASEAN Member States routinely revise, evaluate and review laws, regulations, and policies to ensure the protection of child rights.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
SOPs and guidelines for child victim referral are implemented and continuously improved in line with Convention on the Rights of the Child (CRC).	Child rights and safeguarding approaches are institutionalised and mainstreamed in line with Convention on the Rights of the Child (CRC) and other international good practice.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Victim identification and referral

14

Immediate Outcome (0-2 years)

TIP victims are promptly referred to the relevant agency(ies) based on their specific needs.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 2.2.4, 2.3.8, 2.6.15.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 2.2.1, 2.7.1, 2.7.2, 3.2.2, 3.2.6, 3.3.4.
- Do No Harm Guide for Frontline Responders, pp 26, 32, 34.
- ACTIP Articles 14(5), 14(10).
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities APSC 3, APSC 11.

Description & Explanation

The basic objective of the referral process is to respect and protect the basic rights of trafficking victims and refer them to appropriate agencies for assistance and services.⁴² Effective referral requires good cooperation between government agencies, civil society, and international organisation and as well as with other interdisciplinary agencies.

When victims are identified or presumed as TIP victims and enter the national referral mechanisms, confidentiality and privacy is provided. This includes timely and confidential support, care, and assistance. Services include but are not limited to health (medical and psychological), legal, accommodation, return and reintegration services.

Checklist for Demonstrating the Immediate Outcome

Guidance on how to identify and appropriately treat trafficked victims and/or presumed victims, is developed.

TIP victims' health needs are promptly assessed, and referral prioritised.

TIP victim referral pathways are established to a range of entities including but not limited to shelters, medical and mental health services, and legal services.

TIP victim referral processes ensure privacy and confidentiality of victim information.

Data is confidential and non-identifiable.

Cross border referral mechanisms are in place.

Referral pathways and procedures are periodically reviewed and revised.

⁴² International Organisation for Migration (IOM), [National Referral Mechanisms for Victims of Human Trafficking: Deficiencies and Future Development](#), 2017.

Scope

This outcome will ensure that referral should incorporate:

- Guidance on how to identify and appropriately treat trafficked victims and/or presumed victims while respecting their rights, including to make informed decisions.
- TIP victims' health needs are promptly assessed, and referral prioritised including shelter, specialised health, and psychological support.
- Legal assistance, networks and information is child-friendly, in multiple language and formats as well as in signed languages, and available to all segments of society including children, vulnerable groups such as women, children and persons with disabilities.
- TIP victims who decline services, and later agree to services, are provided with information for future reference.

This outcome includes coordination and cooperation between services:

- Cross border referral mechanisms are in place.
- Confidential referral pathways to gender-sensitive and victim-centred organisations are established, such as organisations for persons with disability, specialist women and children services, caregivers for children, migrant services, and others.
- Data is confidential and non-identifiable.
- Relevant agencies are working towards routine review, evaluation, and revision of referral pathways and procedures.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
SOPs on victim referral to ensure access to services are implemented and continuously improved.	Victim protection, support and referral is institutionalised and mainstreamed in line with the ACTIP.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Victim identification and referral

15

Immediate Outcome (0-2 years)

When parents are temporarily or permanently unable, unwilling, or unsuitable to exercise their parental rights, a guardian is appointed to ensure respect for the best interests of the child.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 4.2.5, 4.4.14, 4.4.15.
- Do No Harm Guide for Frontline Responders, pp 16, 93.

Description & Explanation

The particular vulnerability of children to exploitation requires additional protection and support when a child is identified as a potential TIP victim.⁴³ A 'guardian or a representative for a child victim of trafficking from the moment the child is identified by the authorities' while their parents are temporarily or permanently unable, unwilling, or unsuitable to exercise their parental rights, should be appointed for the identification and referral process in conjunction with the provision of safe accommodation to safeguard the best interests of the child.⁴⁴

Scope

Included in this outcome are measures to safeguard the best interest of a child TIP victim when parents are temporarily or permanently unable, unwilling, or unsuitable to exercise their parental rights:

- The appointment of a competent and qualified guardian, such as a relative, social worker, or other support person, when deemed necessary to safeguard the child TIP victims (and may remain present for the duration of the process including their post trafficking journey, legal proceedings and return and reintegration).
- Child TIP victims are informed of their rights in a language and format that they can understand, and communication is made with the child, in accordance with their age, maturity and ability, and not solely with parents, caregivers or guardians.
- Guardians or child representative shall be present during any engagement with the child as part of victim identification, or referral and process.
- The selection of a suitable person is done with the child's written or recorded verbal affirmative assent, in accordance with their age, maturity and ability.
- A child guardian considers the child TIP victim's views and ensures their best interests are protected, in accordance with their age, maturity and ability.

Checklist for Demonstrating the Immediate Outcome

When a child TIP victim guardian is appointed, the child is consulted and informed in a language and format they can understand, in accordance with their age, maturity and ability.

In accordance with their age, maturity, and ability, affirmative assent is obtained in addition to the informed consent from their guardian.

Guardians are competent for this role and prioritise the best interests of the child.

Guardians shall be present and engaged in all stages of intervention (ranging from victim identification and referral, legal proceedings and return and reintegration).

Intermediate Outcome (2-5 years)

Child victims' rights are upheld and protected with the appointment of a guardian in consultation with the child, according to their age, maturity, and ability.

Long-term Outcome (5+ years)

Child victim protection and support is institutionalised and mainstreamed in line with the ACTIP.

Building Block Maturity Framework for the Immediate Outcome

NA	Not applicable
Pre progress	No items checked
Intermediate progress	Some items checked
Advanced progress	All items checked

⁴³ United Nations High Commissioner for Human Rights (UNHCHR) [Recommended Principles and Guidelines on Human Rights and Human Trafficking](#), 2002, p 161.

⁴⁴ [Committee on the Rights of the Children, General Comments](#) No 6, 2005, para 21; United Nations [Protocol to Prevent, Suppress and Punish Trafficking in Persons Especially Women and Children](#) (The TIP Protocol), 2000: Supplementing the UN Convention against Transnational Organised Crimes, 2002, para 224



Victim identification and referral

16

Immediate Outcome (0-2 years)

Relevant officials and frontline agencies receive training and information about TIP victim identification.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures Sections 1.2.5, 1.2.6, 4.1.1, 2.1.2, 3.4.5.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 2.1.1, 3.3.1, 3.5.1, 3.5.2, 3.5.3, 3.5.4, 3.5.5.
- Do No Harm Guide for Frontline Responders, pp 15, 24, 30, 34.
- ACTIP Articles 2(a), 12(g), 14(1), 14(5).
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities APSC 4, ASCC 3.

Description & Explanation

The prompt and accurate identification of TIP victims is fundamental to an effective justice response and ensuring that victims are supported and protected. In addition to mechanisms and procedures on victim identification being in place, capacity strengthening such as training for relevant officials responsible for victim identification is needed to support victim identification.

Confusion between trafficking and smuggling and/or irregular migration, as well as gender-based bias hinder effective victim identification. TIP victims not being clearly identified or being mistaken for irregular migrants can lead to their deportation or treatment as offenders with no access to the rights to which they are entitled. Failure to properly identify victims can result in continued exploitation or the emergence of new exploitation.

This outcome includes training delivered to the following people: frontline organisations and officials, including and not limited to legal professionals, social welfare officers, interviewers, law enforcement officials, and healthcare providers.

Checklist for Demonstrating the Immediate Outcome

Training is provided to relevant frontline and law enforcement officials.

Training and capacity building activities for relevant officials incorporate strengthening support for vulnerable groups such as women, children and persons with disabilities.

Training incorporates self-assessment of personal biases and how to overcome these.

Scope

Training and resources include:

- Gender-sensitive, victim-centred approaches for inclusion, social norm change, anti-stigma efforts, and gender-bias.
- Handling of particularly vulnerable groups such as women, children and persons with disabilities.
- Specific modules on victim identification and referral capturing the interrelated elements of TIP ⁴⁵ with specific modules on child trafficking, prevention, and awareness of TIP.
- Training emphasis is on identifying adult and child TIP victims in line with the ACTIP.
- Victim protection from retaliation.
- Trauma-informed approaches to interviewing TIP victims and self-assessment of personal biases.
- Harmful consequences of non- or misidentification resulting to re-traumatisation of victims due to criminalisation or detention of victims.
- Applying an intersectional lens in victim identification process and decision.
- Adequate resources for training are provided.

This outcome includes technical cooperation, and regional and national coordination meetings to build ongoing capacity on victim identification.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
Officials and frontline responders promptly and accurately identify and refer TIP victims to appropriate agencies for protection and support.	Victim definition and identification is institutionalised and mainstreamed in line with the ACTIP.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked

⁴⁵ United Nations Convention against Transnational Organised Crime (UNTOC) 2001.



VICTIM IDENTIFICATION AND REFERRAL EXAMPLE OF GOOD PRACTICE

TIP victims are not held liable for any illegal activities committed as a result of being trafficked

A male Vietnamese national was deceived, taken abroad and then sold to an online business company. He was detained and forced to work in a fraudulent online application business. Every day, he was assigned targets and must deceive two to three people. When this target was not achieved, the Vietnamese national was physically and verbally abused.

The Vietnamese national managed to escape from his captors. Upon reaching the border to Vietnam, he reported to the border station patrol officers about his detention and work ordeal. The border patrol officers investigated and verified the victim's report and properly identified him as a trafficked victim and issued a corresponding certificate. At the border guard station, the victim was provided with individualised assistance, accommodation and protection based on his needs. The TIP victim received psychological, health and economic support and was not held criminally responsible for entry or exit from a country, and illegal acts performed as a TIP victim.



Recovery, reflection and shelter

17

Immediate Outcome (0-2 years)

TIP victims can access safe and voluntary shelter/accommodation for recovery and reflection that are appropriate to their needs.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 2.4.12, 3.1.3.
- Do No Harm Guide for Frontline Responders, pp 36-50.
- ACTIP Articles 14(4), 14(5), 14(10).
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities APSC 3.

Description & Explanation

Laws, regulations, and policies are implemented or strengthened to ensure TIP victims and presumed victims have non-conditional access to a flexible period of recovery and reflection during which time they receive services according to their needs and appropriate temporary shelter. This may involve granting TIP victims incentive payments, temporary residence and/or temporary work permits based on social, compassionate, and humanitarian grounds.

Translation support is child-friendly and in languages or sign languages that are accessible to all segments of society including vulnerable groups such as women, children and persons with disabilities.

Checklist for Demonstrating the Immediate Outcome

Policies or procedures that include provisions for gender-sensitive, cultural, child-friendly, and age-appropriate accommodation and recovery programs for TIP victims.

A flexible reflection and recovery period and shelter provision is unconditional on a victim's participation in the criminal justice process.

During the reflection and recovery period TIP victims receive services according to their needs and their right to withdraw from or refuse service is respected.

Information is provided to TIP victims in a language and format that they can understand.

Victims are kept informed about the progress of any case they are involved in and can request information anytime.

Shelter and recovery programs do not reinforce gender stereotypes or compromise victim's right to privacy or bodily integrity.

TIP victims are able to remain in the place or country of destination during their recovery and reflection period.

Scope

This outcome includes **recovery** measures for TIP victims and presumed victims where:

- Legislative or other measures are adopted to allow TIP victims to remain in their place of destination during recovery and legal proceedings.
- Services will provide a flexible period for recovery according to their age, gender, and specific needs including more time for children and vulnerable victims.
- TIP victims receive services according to their age, gender, and specific needs. This may include but is not limited to, medical and psychological assistance, legal assistance and aid, counselling, spiritual, and material assistance as well as sign language and interpretation service, to communicate with family or when seeking opportunities for employment, education, and training.
- Recovery programs are available to victims who are willing to stay in government-owned safe houses and/or shelters but also to victims who choose to live in other shelters, such as community shelters, or their own homes. Recovery programs are provided to all TIP victims or presumed victims and are not conditional on the victim's participation in criminal justice proceedings.
- TIP victims may withdraw their consent at any time and recovery service providers must regularly check whether a victim continues to consent to receive recovery support.
- Victims are supported to become stable, to prevent further harm and enable maximum recovery. A continuum of care and individualised case management is provided.
- TIP victims are able to recover from what they have experienced, justice from their suffering, achieve self-sufficiency over time and participate fully in economic and social life.

Scope

This outcome includes **reflection** periods where:

- All TIP victims receive a reflection period which is not conditional on their participation or cooperation with justice processes.
- A reflection period is a period that is given to TIP victims to allow proper processing of all the information available in order to make informed decisions about their options, including identification, assistance, and cooperation with criminal justice agencies.
- Presumed victims are able to access a range of support services when there are reasonable grounds to believe that the person concerned is a presumed victim.
- TIP victims cannot be expelled from the place or country of destination during this period and permission to stay shall be granted by the relevant authority.

This outcome requires **shelter services** to:

- Respect TIP victims' rights to refuse to enter or stay in a shelter.
- Provide TIP victims with a secure and protective living environment, without jeopardizing their rights to freedom of movement (when it is safe to do so) and non-punishment principles.
- Provide alternative shelter (e.g., community sheltering, temporary room renting) when a dedicated shelter is not available.
- Make special considerations when accommodating minors to account for their age, gender, disability and/or maturity, in line with the best interest of the child.
- Accommodation and activities are gender-sensitive, cultural, child-friendly, and age-appropriate. Shelter and recovery programs do not reinforce gender stereotypes or compromise victim's right to privacy or bodily integrity (e.g., victims are not subjected to body searches or forced medical examinations).
- Enable TIP victims to communicate with family.
- Meet national standards for disability accessibility, translation support and sign languages that are accessible to all segments of society including vulnerable groups such as women, children, and persons with disabilities.
- Provide information in formats that are accessible to all segments of society about opportunities for employment, education, and training.
- Provide information about and discuss restitution and/or compensation options.
- Support TIP victims to access networks of legal aid professionals, disability, and human rights organisations.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
ASEAN Member States provide appropriate shelter and a reflection and recovery period to TIP victims in alignment with the ACTIP.	Victim protection and support is institutionalised and mainstreamed in line with the ACTIP.

Building Block Maturity Framework for the Immediate Outcome

NA	Not applicable
Pre progress	No items checked
Intermediate progress	Some items checked
Advanced progress	All items checked



Recovery, reflection and shelter

18

Immediate Outcome (0-2 years)

TIP victims receive information and give their written or recorded informed consent, and affirmative assent for children in addition to informed consent from their parents or guardians, to access safe shelter/accommodation for recovery and services that are appropriate to their needs.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 2.6.16.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 2.2.1, 2.7.1, 2.7.2, 3.3.4.
- Do No Harm Guide for Frontline Responders, pp 21, 40, 42, 92.
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities APSC 8, ASCC 13.

Description & Explanation

All assistance including recovery programs and provision of shelter should be provided to TIP victims and/or presumed victims on the basis of their full and informed consent.⁴⁶ Prior to seeking consent for any action, victims should be given full information about policies, procedures, and programs available to TIP victims in a language and format they can understand. Written consent is required for victims who are able, and verbal consent may be obtained from victims who are not able to provide written consent. Interpreters and/or sign language interpreters must be provided to facilitate oral or written communication with TIP victims. In the case of child victims, the views and wishes of the child should be sought in accordance with their age, maturity, and ability. Children may give their affirmative assent and informed consent from their parents or guardians is also required.

Checklist for Demonstrating the Immediate Outcome

Procedures for obtaining consent, affirmative assent (for children), and withdrawing victims consent for support or assistance are in place.

Information is available to TIP victims in a language and format they can understand.

Training is conducted on how to apply child-friendly, gender-sensitive, victim-centered, and trauma-informed approaches in obtaining informed consent from TIP victims.

Children are engaged in all decisions about the services and support provided to them.

⁴⁶ International Organisation for Migration (IOM), Handbook on Direct Victim Assistance for Victims of Trafficking, 2007, p 57-58.

Scope

This outcome refers specifically to the written or recorded verbal informed consent or affirmative assent provided by TIP victims in relation to recovery, shelter, and services:

- Informed consent for adult victims, and affirmative assent for child victims in addition to informed consent from their parents or guardians is be obtained at the very initial stage of victim support, including during recovery and shelter provision.
- TIP victims and/or presumed victims may withdraw their consent at any time and service providers must regularly check whether a victim continues to consent to its related services/supports given to them.
- Interpreter, sign languages, technology, and other tools are provided to allow full-informed consent process.
- Child-friendly, gender-sensitive, victim-centred, and trauma-informed approaches are used when seeking informed consent from TIP victims.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
TIP victims voluntarily access shelter/ accommodation, services, and support in accordance with best practice.	Victim protection and support is institutionalised and mainstreamed.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Recovery, reflection and shelter

19

Immediate Outcome (0-2 years)

Child TIP victims are placed in safe and suitable shelter/ accommodation for recovery and reflection, according to their needs.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 4.2.7, 4.2.9, 4.3.11, 4.3.12, 4.3.11-13.
- Do No Harm Guide for Frontline Responders, pp 21, 39.
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities APSC 8, ASCC 13.

Description & Explanation

Safe and suitable accommodation is ideally with families unless their family is deemed unsuitable. Children, including boys or girls with disabilities receive proper care and treatment that is tailored to their gender, culture, mental and physical health, linguistic and spiritual needs, when arranging accommodation or any recovery programs for child victims.

Checklist for Demonstrating the Immediate Outcome

Family reunification is the first and preferred option in accommodating children. This should be pursued in situations where it is deemed safe and healthy for the child.

Children receive customised support that is tailored to their needs.

Child TIP victims are provided a reflection period.

Child TIP victims' rights, views and decisions are respected in all decisions that impact them.

ASEAN Member States provide suitable accommodation for child TIP victims.

Accommodation for child TIP victims is appropriate to their needs and considers their age, maturity, ability, and support system.

Children have the right to attend school throughout the duration of their stay when it is safe for them to do so.

Scope

This outcome refers specifically to **recovery**:

- Family reunion is the first and preferred option in accommodating children. This should be pursued in situations where it is deemed safe and healthy for the child.
- Care and treatment are provided based on the needs of the child and are not conditional on their cooperation with authorities or criminal proceedings.
- Children should be engaged in all decisions that impact them.
- Children have the right to attend school throughout the duration of their stay when it is safe for them to do so.

This outcome refers specifically to **reflection**:

- Child TIP victims are provided a reflection period in accordance with and their age, maturity, ability, and support system.
- Their rights, views and decisions are respected.

This outcome refers specifically to **shelter**:

- Suitable accommodation, which allows freedom of movement, is available for children, adolescents children and children with disabilities.
- Shelters/accommodation are culturally, spiritually, gender and age-appropriate, and prevent re-victimization.
- Children are not placed in detention facilities.
- If placement in a shelter has been necessary, it is for the shortest possible duration and subject to independent review.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
Child TIP victims access shelter/accommodation and services, support, and recovery.	Victim protection and support is institutionalised and mainstreamed in line with the ACTIP.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Recovery, reflection and shelter

20

Immediate Outcome (0-2 years)

Recovery and reflection periods, and shelter/ accommodation services are trauma informed.

Reference link to the Clauses of the Source Documents

- Do No Harm Guide for Frontline Responders, p 49.
- ACTIP Article 14(10).
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities APSC 8, ASCC 13.

Description & Explanation

A trauma-informed approach acknowledges trauma and its prevalence among TIP victims. Frontline services providers including shelter staff should be aware and attune to signs of trauma and its impact on TIP victims and their families. A trauma-informed approach begins with understanding the physical, social, and emotional impacts of trauma on the individual and their families as well as on the professional who help them. The approach provides strategies and tools for support traumatised victims, avoiding re-traumatisation and referring victims to professional help when required.

Scope

This outcome refers specifically to:

- All personnel delivering recovery programs and working in shelters (managers, social workers, security guards, cooks, and cleaners) receive skills and knowledge training to understand their role in supporting and caring for TIP victims, and to prepare them for post-shelter support.
- Guidelines procedures apply trauma-informed principles to guide victim support during recovery and shelter provision.
- Support and assistance is trauma-informed based on the victim's needs and preferences. Counselling or psychological support is offered by specialist services or 'in house'.
- Peer-support networks for TIP victims are created.
- The rights of persons with disabilities to live with dignity as they choose, is recognised.

Checklist for Demonstrating the Immediate Outcome

All service providers receive trauma-informed, gender-sensitive, victim-centred, and human rights-based training.

Trauma-informed support and assistance is based on the victim's needs and preferences.

In house services include, at a minimum, counselling, or psychological support.

Peer-support is available.

Intermediate Outcome (2-5 years)

TIP victims voluntarily access shelter/ accommodation, services, and support in accordance with best practice.

Long-term Outcome (5+ years)

Trauma informed victim protection and support is institutionalised and mainstreamed in line with the ACTIP.

Building Block Maturity Framework for the Immediate Outcome

NA	Not applicable
Pre progress	No items checked
Intermediate progress	Some items checked
Advanced progress	All items checked



RECOVERY, REFLECTION AND SHELTER EXAMPLES OF GOOD PRACTICE

TIP victims who are babies are given a temporary shelter at Peace House Shelter Vietnam

In 2021, during the COVID-19 pandemic, a Vietnamese shelter received a group of trafficked babies including 4 newborns (without a guardian) and 1 pregnant mother. The shelter coordinated and mobilised resources to prioritise caring for the babies and mother. All staff, housekeepers, security guards, and social workers were needed to help take care of the newborns.

When state agencies learned about the situation the shelter received support packages based on the children's needs with essential items such as infant milk and clothes. Medical care and treatment for children and mother was provided and staff received guidance and training to care for the infants. The pregnant mother gave birth safely during her stay at the shelter.

When the perpetrators of the human trafficking were arrested, the police found the children's mothers who were referred to the shelter and the women took their children back.

Support and assistance in shelters is trauma- informed

Vietnamese TIP victims are often trafficked for sexual exploitation in Malaysia. Trauma-informed psychological support officers meet with TIP victims and provide support for them to make statements and attend court. Psychological support staff have specialised training and create trust and comfort for victims. With support victims are more confident and comfortable, consensually share more information, go to court as a witness boldly and feel more secure about themselves and their family.



Return and reintegration

21

Immediate Outcome (0-2 years)

Individualised return and reintegration plans are developed.

Reference link to the Clauses of the Source Documents

- Do No Harm Guide for Frontline Responders, pp 54, 59.
- ACTIP Article 14(10)-(12).
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities ASCC 13.

Description & Explanation

Providing assistance for victims to return should aim to ensure safe travel and/or transfer for the TIP victim from the place or country of destination to their place of origin. A victim should never be forced to return to their place of origin. Where return poses a serious risk to the victim's safety, alternative options such as residency in the country/community of destination or resettlement to a third country or alternate community, should be explored. In cases where return to the place of origin is the only option the focus should be on what can be offered to assist victims in the interim and how to coordinate with the place of origin and/or country, to ensure a continuum of care.

Reintegration is a critical aspect of safe return. TIP victims who are provided with reintegration assistance are much less likely to be re-trafficked. UNHCR Guideline 6.8 requests ASEAN Member States ensure partnership with CSOs so that persons who do return to their place of origin are given the assistance and support necessary for their well-being. Measures should be taken to ensure the provision of appropriate physical and psychological health care, housing, educational, and employment services for returned TIP victims.⁴⁷ The ACTIP calls on ASEAN Member States to ensure their best effort to assist in the reintegration of TIP victims in cooperation with relevant CSOs.

The best interest interests of the child should be considered when supporting the return and reintegration of children including ensuring informed consent and affirmative assent, family assessment, and reintegration plans. Plans are developed in consultation with the TIP victims, their families, and the receiving party.

Checklist for Demonstrating the Immediate Outcome

Individualised return and reintegration plans are developed in consultation with the TIP victim, their families and the receiving party.

Special measures are implemented tailored to the needs of TIP victims.

A social worker or support person is appointed.

ASEAN Member States are working towards SOPs for the safe return and reintegration of victims with cooperation between embassies and diplomatic channels.

Policies and procedures are in place for return and reintegration that ensure victims voluntary return and have access to reintegration assistance.

Training is provided for relevant government and non-government personnel, including social workers tasked with delivering return and reintegration support. Topics of the training include trauma-informed, gender-sensitive, and child-sensitive approaches.

⁴⁷ United Nations High Commissioner for Human Rights (UNHCR) [Recommended Principles and Guidelines on Human Rights and Human Trafficking](#), 2002. Para 8.

Scope

This outcome seeks to ensure that:

- TIP victims, whether they are citizens or have permanent residency rights, receive prompt assistance to return to their place of origin.
- Individualised return and reintegration plans are developed in consultation with the receiving party and the TIP victim and their family. The return and reintegration plan is individualised, responsive to the needs of the TIP victim and conducted in a gender-appropriate, age-appropriate, and culturally sensitive manner.
- A case manager or social worker is appointed to collaborate with the TIP victim in creating a personalised return and reintegration plan that meets their specific needs. Examples of reintegration assistance include medical/health care services including counselling; financial assistance, micro-credit loans; legal assistance; access to education, vocational training, job placement; and housing and accommodation.
- Age, gender, and the special needs of TIP victims, particularly children and persons with disability, are considered and measures implemented.
- The safe return is considered, and a victim should never be forced to return to their place of origin. Return can be difficult for victims of internal trafficking. Just because a person is from the country in which they were trafficked does not necessarily mean they can return to their home community. Depending on safety considerations, returning to a different community or country may be the best option.
- Victims are accompanied by a social worker or support person for safety and support with respect to the victim's wishes and consider potential risks in their community.
- TIP victims are provided information about what to expect during the travel process for return. Stipends to cover transport and meal costs for TIP victims returning to their place of origin alone, are provided.
- Return and reintegration plans are made with victims and/or presumed victims of trafficking and are not conditional on the victim's participation in criminal justice proceedings.
- ASEAN Member States are working towards SOPs for the safe return and reintegration of victims with cooperation between embassies and diplomatic channels.
- Reintegration assistance is provided. This may include medical/health care services (including counselling), financial assistance, micro-credit loans, legal assistance and aid, access to education or vocational training, job placement, housing and accommodation.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
Individualised return and reintegration plans are standard practice.	Return and reintegration for victims of trafficking is institutionalised and mainstreamed in line with the ACTIP.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Return and reintegration

22

Immediate Outcome (0-2 years)

Each TIP victim receives an individualised risk assessment for both their return and reintegration plan to ensure their safe return.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 4.5.17, 6.1.1, 6.1.2, 6.1.4.
- Do No Harm Guide for Frontline Responders, pp 54, 56.
- ACTIP Articles 14(11), 15(1)-(5).

Description & Explanation

The risks associated with human trafficking are diverse and extensive. The coercive and exploitative nature of trafficking poses security, health, and other related risks. A comprehensive risk assessment is required taking into account:

- the behavior of the trafficker
- the extent to which the victim's behavior gives reason to fear reprisals
- the security situation in the place to which the victim will be returned and reintegrated, and
- the extent to which authorities in a place/country of origin are able and willing to protect the physical safety and integrity of the victim.

Returning TIP victims to their place of origin carries the risk that they will be stigmatised. They may be placed back into the same situation that led to their trafficking or in a situation where they have little support. In alignment with the ACTIP, risk assessments should be conducted as soon as possible after a trafficking victim is recognised and updated regularly to ensure the safety of the victim.

Individualised risk assessments for adult and child TIP victims should be conducted to determine the possibility of safe return and reintegration, with their family and community, exploring alternative options if necessary.

Checklist for Demonstrating the Immediate Outcome

- Individualised risk assessments are conducted.
- Informed consent is obtained.
- Decisions regarding return and reintegration of child victims prioritises TIP victims' individual needs and best interests.
- Parties coordinate with the place of origin and local community for ongoing care.
- An agency to oversee the return and reintegration of victims is assigned.

Scope

This outcome seeks to ensure:

- Legislation or measures are in place to establish a comprehensive risk assessment. This may involve relevant national or international agencies and CSOs.
- A comprehensive risk assessment should be carried out as soon as possible after a TIP victim has come to notice.
- TIP victims and/or presumed victims, including their members of family, should be informed and consent to risk assessments.
- There is no generalised formula for a TIP risk-assessment. Every case should be taken on its own merit as each individual is unique and may present different challenges from your previous experiences.
- Age, gender, and special needs of TIP victims, particularly children and persons with disability, are considered and measures implemented.
- An agency is assigned to oversee the implementation of a comprehensive risk assessment for TIP victims return and reintegration.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
Individualised risk assessments are standard practice.	Return reintegration for victims of trafficking is institutionalised and mainstreamed in line with the ACTIP.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Return and reintegration

23

Immediate Outcome (0-2 years)

Returning, receiving, and transit parties establish shared SOPs.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 6.1.5, 6.2.6.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons section 3.4.3.
- Do No Harm Guide for Frontline Responders, pp 54, 56.
- ACTIP Articles 14(11), 15(5).

Description & Explanation

Cooperation is essential in victim support and protection including providing repatriation and reintegration assistance for TIP victims. National, regional, and international cooperation between institutions, both judicial and non-judicial actors, including CSOs is expressly provided for by the ACTIP under provisions related to victim protection and prevention.

The ACTIP calls on ASEAN Member States to establish procedures and mechanisms among returning, receiving, and transit parties to ensure the safety, well-being, and ongoing care and support of TIP victims.

Scope

This outcome seeks to ensure:

- Cooperative procedures and mechanisms between ASEAN Member States parties are established to ensure the continuity of assistance and protection for TIP victims, maximise opportunities for return and reintegration and to monitor the return process and outcomes for TIP victims.
- Return and reintegration programs are established with relevant government institutions and CSOs to facilitate the return and reintegration of TIP victims.
- Citizenship verification or permanent residency for TIP victims are provided at the request of the receiving country and authorization to travel, provided for undocumented TIP victims.

Checklist for Demonstrating the Immediate Outcome

- Cooperative procedures and mechanisms between ASEAN Member States are in place.
- Cooperation and standardised procedures operate between ASEAN Member States.

Intermediate Outcome (2-5 years)

SOPs for returning, receiving, and transit of victims are implemented and continuously improved.

Long-term Outcome (5+ years)

SOPs for returning, receiving, and transit of victims are institutionalised and mainstreamed in line with the ACTIP.

Building Block Maturity Framework for the Immediate Outcome

NA	Not applicable
Pre progress	No items checked
Intermediate progress	Some items checked
Advanced progress	All items checked



Return and reintegration

24

Immediate Outcome (0-2 years)

Places of origin and destination provide returning TIP victims with sustained reintegration support.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 6.2.7, 6.2.8, 6.3.9, 6.3.11.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 3.7.1, 3.7.3.
- Do No Harm Guide for Frontline Responders, pp 54, 56, 59, 64.
- ACTIP Articles 14(10)-(12), 15(5), 15(6).
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities AEC 25.

Checklist for Demonstrating the Immediate Outcome

Case managers or social workers are assigned to support TIP victims.

A range of assistance is made available to returning TIP victims which is not conditional on cooperation with the criminal justice process.

Services are tailored to TIP victim's needs.

ASEAN Member States monitor and evaluate the impact of support provided.

Description & Explanation

TIP victims require long term assistance to ensure their effective return and reintegration. The key objective of reintegration is to provide a safe, dignified, and sustainable reintegration into society and normalised life. Reintegration assistance may include health care services (including counselling), financial assistance, micro-credit loans, legal assistance and aid, access to education or vocational training, job placement, housing, and accommodation.

Reintegration is facilitated by places of origin working closely and in a timely manner with countries of destination for the sustainable reintegration, support, and monitoring of TIP victims and their families to avoid re-trafficking. Most of the reintegration support is provided directly by the receiving agencies in the origin country, with many activities likely to be conducted and administered in the victim's place of residence.

It is important that the receiving agencies in the origin country help the victims to set realistic goals suited not only to personal needs, skills, and qualifications but also to the opportunities available in the country, local areas, and place of residence in which reintegration will take place, in accordance with the reintegration assessment. In addition, the reintegration plan must be based on actual services that the service delivery organisation and/or its partners and current programs in the origin country can provide. This should be accounted for during the reintegration assessment.

The referring country or place of destination should conduct a basic individual assessment of the victim's needs and wants and forward it to the receiving country agencies together with the pre-departure or return notification.

Scope

This outcome proposes that a place of origin:

- Assign case managers or social workers to support victims in their reintegration, access to services, employment, and social networks.
- Address the needs of vulnerable groups such as women, children, and persons with disabilities. TIP victims, especially women and girls, are provided opportunities to acquire occupational skills i.e., literacy, IT literacy, financial literacy, first aid, health and safety and family planning, in accordance with their needs and interests. Support is not conditional on cooperation with the criminal justice process.
- Provide support services that are tailored for child TIP victims, adhering to child-rights principles and child-specific protocols.
- Persons with disabilities are provided equitable opportunities for employment, entrepreneurship, and economic integration.
- Monitor the progress of reintegrated TIP victims with mechanisms in place to evaluate the impact of support provided.

This outcome proposes that a place of destination:

- Ensures TIP victims return voluntarily and with their informed consent or the affirmative assent of people under 18.
- The reintegration process is individualised, responsive to the needs of trafficking victims, and conducted in a gender-appropriate, age-appropriate, and culturally sensitive manner.
- Ensures TIP victims, whether they are citizens or have permanent residency rights, receive prompt assistance to return to their place of origin.
- Ensures TIP victims are accompanied by a social worker or support person for safety and support with respect to the victim's wishes and taking into account potential risks in their community.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
TIP victims' long-term return and reintegration is adequately resourced.	Return and reintegration for victims of trafficking is institutionalised and mainstreamed in line with the ACTIP across all ASEAN Member States.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



RETURN AND REINTEGRATION EXAMPLE OF GOOD PRACTICE

TIP victim support in Thailand

Thailand anti-TIP laws stipulate that TIP victims are treated with human dignity where, their sex, age, nationality, race, and culture, and their personal opinion are taken into account, are taken into account. TIP victims receive assistance for; food, shelter, medical treatment, physical and mental rehabilitation, education, training, legal aid and the return to their place of origin. They are also supported to pursue legal proceedings to claim compensation.



Medical and mental health care

25

Immediate Outcome (0-2 years)

TIP victims are provided with information about health services in a language and format that they can understand.

Reference link to the Clauses of the Source Documents

- Regional guidelines and procedures section 2.2.4, 2.2.5.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 2.4.1, 3.1.2, 2.6.1, 3.1.1.
- Do No Harm Guide for Frontline Responders, pp 73.
- ACTIP Article 14(5), (10).

Description & Explanation

TIP victims have a right to health care. The trafficking experience can impact the short and long-term physical and mental health of victims. In line with Article 14(10) of the ACTIP, ASEAN Member States are obliged to continue developing appropriate care, protection, and support for TIP victims recognising and responding to the diverse and complex medical and mental healthcare needs of victims. The effects of trafficking on individuals' health care are multidimensional (i.e., physical, psychological, and social) and therefore proposes a multidisciplinary service approach to recovery.⁴⁸

Scope

This outcome concerns the accessibility of information for TIP victims to ensure that:

- All TIP victims are provided with information and access to health services that is not conditional on their cooperation with authorities or criminal proceedings.
- Information is provided in formats forms types all TIP victims can access and understand, with interpreters and sign languages as required.
- Medical officers and interpreters are equipped with the knowledge and skills to competently work with all TIP victims.
- TIP victims have the right to accept or decline assistance and their decision is respected.
- TIP victims provide written or recorded verbal informed consent or affirmative assent for people under 18 and consent from parent or legal guardian.
- A child-friendly approach is taken to ensure that treatment plan decisions for children are communicated and decided with the parent, carer, or guardian and the child in accordance with their age, maturity, and ability.
- Tailored treatment plans are made by medical staff in consultation with TIP victims for specialised health services and are adequately resourced.
- Files are anonymised and clear guidelines established to prevent names, dates of birth, addresses and other private information that might divulge the identity of TIP victims, family, or witnesses.

Checklist for Demonstrating the Immediate Outcome

Non-conditional information materials are provided and multiple formats and types.

TIP victims' right to accept or decline assistance is respected.

TIP victims provide written or recorded verbal informed consent, affirmative assent for people under 18 and consent from parent or legal guardian to receive health services.

Treatment plans for all TIP victims are made in consultation with the TIP victim, medical staff, family or and relevant others.

Files are anonymised.

Intermediate Outcome (2-5 years)

All TIP victims routinely access health information and services according to their needs.

Long-term Outcome (5+ years)

Medical and mental health care is institutionalised and mainstreamed in line with the ACTIP.

Building Block Maturity Framework for the Immediate Outcome

NA	Not applicable
Pre progress	No items checked
Intermediate progress	Some items checked
Advanced progress	All items checked

⁴⁸ United Nations [Protocol to Prevent, Suppress and Punish Trafficking in Persons Especially Women and Children](#) (The TIP Protocol), 2000.



Medical and mental health care

26

Immediate Outcome (0-2 years)

TIP victims receive access to care and treatment at medical health care services.

Reference link to the Clauses of the Source Documents

- Do No Harm Guide for Frontline Responders, pp 68, 72, 73.
- ACTIP Article 14(10)(c).
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities AEC 17, ASCC 6.

Description & Explanation

TIP victims must be given access to comprehensive, sustained, appropriate health care that focuses on achieving overall physical, mental, and social well-being. Special attention should be paid to the health and mental health needs of trafficked children and adolescents. Health care should be provided in a private and comfortable setting by trained professionals and with the informed consent of the victim.

Different stages of intervention call for different priorities in terms of the health care that is offered to victims. During the initial rescue phase, which begins at the first point of contact between a victim and a health professional, care should focus on treatment for injury and trauma with crisis intervention and basic health care (including counseling). During the rehabilitation phase the care focus shifts to long-term health needs and reintegration of the victim. Victims should be provided with health care which is tailored to their individual needs and circumstances.

Checklist for Demonstrating the Immediate Outcome

ASEAN Member States provide medical services and assistance to all TIP victims.

Tailored treatment plans are made with TIP victims.

Medical practitioners and staff are trained and experienced to provide gender-sensitive and victim-centred medical care without stigmatisation.

Consultations and examinations take place in a private and comfortable settings.

Trained and qualified interpreters communicate clearly about the process and expectations.

Written or recorded verbal informed consent or affirmative assent for people under 18 or consent from parent or legal guardian is obtained for physical examinations and procedures.

HIV and STI testing, and treatment is made available to all TIP victims if required.

Pregnancy, emergency contraception, treatment and appropriate counselling is available if required.

When TIP victims return to their place of origin, medical records are transferred, with consent for continuity of health care.

Medical data is shared with the assurance of maximum levels of confidentiality and protection of information.

Evidentiary documentation is provided on request by TIP victims or their legal representatives.

Healthcare is not denied due to stigma, budget, or resource constraints.

Minimum standards for the medical care that is offered to trafficked victims are in place.

Scope

This outcome ensures medical services:

- Provide all TIP victims with medical care that is not conditional on their cooperation with authorities or criminal proceedings.
- Tailor TIP victims' treatment plans in consideration of gender, religious beliefs, cultural practices, age, and ability.
- Respect the right of TIP victims to accept or decline assistance. Victims may withdraw or return at any time.
- Provide trained and experienced practitioners and staff who practice gender-sensitive and victim-centred medical care without stigmatisation.
- Conduct consultations and examinations in private, and in comfortable settings with trained and qualified interpreters if needed to ensure clear communication about the process and expectations.
- Obtain victim's written or recorded verbal informed consent or affirmative assent for people under 18 and consent from parent or legal guardian, for physical examinations and procedures respecting the victim's right to decline.
- Provide all TIP victims including persons with disability, with gender-sensitive, victim-centred, and accessible information that encourages HIV and STI testing, and if required and needed by the victim, appropriate medical treatment.
- Provide women and girls including persons with disability appropriate pregnancy, emergency contraception, treatment, and counselling services, as required.
- Transfer TIP victims' medical records to their place of origin with the victim's written or recorded verbal informed consent or affirmative assent for people under 18 and consent from parent or legal guardian. This is to ensure receiving services provide continuity of medical care if required.
- Only share medical data with the assurance of maximum levels of confidentiality and protection of information and with the informed consent of the TIP victim.
- Provide evidentiary documents (physical and psychological examination for legal purposes) requested by TIP victims or legal representatives during the TIP victim's justice processes.
- Coordinate with government and CSO agencies to ensure health care is not denied due to budget or resource constraints.

This outcome requires that governments:

- Establish minimum standards of medical care offered to TIP victims. Standards should be developed through a partnership of governments, inter-governmental, CSOs, and academic institutions, and should be based on comprehensive research and best practices.
- Increase cooperation amongst governments, inter-governmental and CSOs and across borders by coordinating and integrating the medical care offered in destination, source, and transit countries.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
All TIP victims routinely access health information and services according to their needs.	Medical and mental health care is institutionalised and mainstreamed in line with the ACTIP.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Medical and mental health care

27

Immediate Outcome (0-2 years)

TIP victims receive access and treatment to mental health services.

Reference link to the Clauses of the Source Documents

- Do No Harm Guide for Frontline Responders, pp 69, 72, 73.
- ACTIP Article 14(10)(c).
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities AEC 17, ASCC 6.

Description & Explanation

TIP victims may have a range of complex mental health needs. As such, victims should have access to a range of mental health services that are timely, culturally sensitive, and trauma-informed in accordance with their needs. Special care and attention should be paid to the mental health needs of children and adolescents. Victims consent and affirmative assent of children and consent of their parents/guardian is required for all mental health interventions.

Checklist for Demonstrating the Immediate Outcome

- ☐ Parties provide mental health services and assistance to all TIP victims.
- ☐ TIP victims right to accept or decline assistance is respected.
- ☐ Tailored treatment plans are made with TIP victims.
- ☐ Mental health practitioners are trained to provide gender-sensitive and victim-centred mental health care without stigmatisation.
- ☐ Written or recorded verbal informed consent or affirmative assent for people under 18 and consent from their parent or legal guardian is obtained for psychological examinations.
- ☐ Consultations and counselling take place in a private and comfortable or 'in-house' settings.
- ☐ Trained and qualified interpreters communicate clearly about the process and expectations.
- ☐ Mental health care is not denied due to stigma, budget, or resource constraints.
- ☐ Medical data is shared with the assurance of maximum levels of confidentiality and protection of information.
- ☐ Evidentiary documentation is provided on request by TIP victims or their legal representatives.
- ☐ Minimum standards for the medical care that is offered to trafficked victims are in place.

Scope

This outcome ensures that mental health services:

- Provide all TIP victims with mental health care that is not conditional on their cooperation with authorities or criminal proceedings.
- Respect the right of TIP victims to accept or decline assistance. Victims may withdraw or return at any time.
- Tailor TIP victims' treatment plans in consideration of gender, religious beliefs, cultural practices, age, and ability.
- Provide trained psychiatrists and or psychologists and mental health staff are trained to provide gender sensitive and victim-centred mental health care without stigmatisation.
- Conduct consultations and counselling in private, and in comfortable settings including 'in-house' if appropriate, with trained and qualified interpreters if needed to ensure clear communication about the process and expectations.
- Obtain victim's written or recorded verbal informed consent or affirmative assent for people under 18 and consent from their parent or legal guardian for psychological examination or procedures, respecting the victim's right to decline.
- Only share medical data with the assurance of maximum levels of confidentiality and protection of information and with the informed consent of the TIP victim.
- Provide evidentiary documents (physical and psychological examination for legal purposes) requested by TIP victims or legal representatives during the TIP victim's justice processes.
- Coordinate with government and CSO agencies to ensure mental health care is not denied due to budget or resource constraints.

This outcome requires that governments:

- Establish minimum standards of medical care offered to TIP victims. Standards should be developed through a partnership of governments, inter-governmental, CSOs, and academic institutions, and should be based on comprehensive research and best practices.
- Increase cooperation amongst governments, inter-governmental and CSOs and across borders by coordinating and integrating the medical care offered in destination, source, and transit countries.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
All TIP victims routinely access health information and services according to their needs.	Medical and mental health care is institutionalised and mainstreamed in line with the ACTIP.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



MEDICAL AND MENTAL HEALTHCARE EXAMPLES OF GOOD PRACTICE

TIP victims receive information to make informed decisions about their health

A TIP victim of organ removal was referred to a safe house 3 – 5 days after their kidney had been removed. At the safe house the victim met with a health worker.

The health worker offered information about the next stages of the victim's rescue. The worker advised the victim that an interview and physical examination (superficial) would need to be conducted with a general practitioner, including taking photographs of the wound. The GP would check the wound to see if any further examination or medical intervention is required. The doctor would also likely order a CT scan to be used as evidence in court, and that for this to happen the victim would need to be taken to a hospital.

The victim initially refused examination and treatment. The health worker respected this decision. However, they felt that the victim needed more information. The worker explained the benefits, their particular needs, and choices available. The victim better understood and gave their informed consent. The victim's family was also invited to accompany the victim to the hospital where they underwent examination and received treatment.

Working with people with disability

In Indonesia an information centre is run by a CSO that advocates for people with disability. The CSO appoints a companion where possible when TIP victims or potential victims are referred to the centre for support.

The companion understands the condition of the disability and the service the TIP victim is accessing. The companion is trained to handle and assist the TIP victim living with a disability navigate the service for the best possible treatment and care.



Immediate Outcome (0-2 years)

Laws, regulations, and policies are implemented for the investigation, prosecution, and adjudication of human traffickers and other persons involved in TIP.

Reference link to the Clauses of the Source Documents

- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons section 3.6.2.
- ACTIP Articles 1(1)(a), 5, 12(h).

Description & Explanation

The criminalisation of trafficking call on the ASEAN Member States to adopt appropriate legislation and other necessary measures to establish TIP as a criminal offense including its components and related conduct. The criminalisation of trafficking is an important step towards ending impunity for traffickers. The end goal is to prevent and combat TIP, especially against women and children, and to ensure just and effective punishment of traffickers.

Countries that fail to criminalise trafficking are failing in their obligation to protect trafficking victims and prevent future trafficking from occurring. They also fail to provide the necessary structures for state agencies to investigate, prosecute, and adjudicate trafficking cases according to the required due diligence standards. In addition to a strong legal framework, states also require competent officials, such law enforcement agents, prosecutors, and judges who are provided with adequate powers and tools to enable effective investigation, prosecution, and adjudication of offenders.

Additionally, it is required that these laws, regulations, and policies are executed with utmost consideration of victims' needs, requiring the application of related guiding principles on non-criminalisation, non-detention, including the do-no-harm principle.

Checklist for Demonstrating the Immediate Outcome

- ☐ Laws, regulations, and policies for the criminalisation of TIP and related offences are implemented.
- ☐ Relevant law enforcement and judicial authorities are equipped with the necessary resources and tools to investigate, prosecute, and adjudicate TIP efficiently and effectively.
- ☐ Training is provided regularly for law enforcers investigating trafficking cases, including immigration officers, labour inspectors and other uniformed officials who have investigative powers and authority to handle trafficking cases.

Training is provided regularly for prosecutors and judges handling trafficking cases.

Training takes a gender-sensitive, victim centred, child-friendly and trauma-informed approach, taking into account the participation of relevant CSOs, especially those working to support victims of trafficking during their engagement in the criminal justice process.

Training enhances cooperation in investigation, prosecution and adjudicating of TIP cases within and across borders.

Specialised investigation units are in place.

Specialised prosecutors are appointed.

Specialised prosecution unit or task forces are created.

Specialised judges are appointed.

Special courts handle trafficking cases are identified.

Scope

This outcome includes:

- Laws, regulations, and policies for the criminalisation of TIP and related offences, in accordance with the ACTIP and other relevant international conventions.
- Capacity building of criminal justice and related judicial institutions, such as labour inspectors, to strengthen the investigation, prosecution, and adjudication of TIP cases, including across borders.
- ASEAN Member States establish and/or appoint specialised investigation units, prosecutors, prosecution units or task forces, judges, and courts, for the investigation, prosecution, and adjudication of TIP cases.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
Justice agencies have the knowledge, skills, resources, and tools to effectively investigate, prosecute and adjudicate all forms of TIP including domestically and across borders.	Increased TIP investigation and prosecution has disrupted TIP criminality.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Immediate Outcome (0-2 years)

TIP victims are able to make an informed decision about whether they choose to participate in the prosecution of their traffickers.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures section 3.1.1.
- Do No Harm Guide for Frontline Responders, pp 42, 77, 85, 92.
- ACTIP Article 16(5).

Description & Explanation

TIP victims are the people with the greatest interest in the successful prosecution of their traffickers. It is important to let victims know about their legal rights, the assistance available to them, and what and why it is happening. Respecting their needs, rights, and choices can in the long term have benefits not only for the victim but for the judicial process and society as a whole.

It is critical for investigators, prosecutors, and adjudicators to communicate effectively with the victims and witnesses, providing them with the necessary information in an easy-to-understand language or format for them to understand the criminal justice process and available support to make informed decisions. Authorities are more likely to obtain a complete and coherent story from victims when a victim is feeling safe and supported.

Checklist for Demonstrating the Immediate Outcome

The crime of trafficking, punishment of perpetrators, and access to justice and remedies, is clearly explained.

The criminal justice system is clearly explained.

Victims are informed of their right to participate or not in any legal proceedings and can end their participation at any time.

Information is provided about legal aid, courtroom settings, expectations, proceedings.

Information is provided about the roles of judges, court personnel, prosecutors, and lawyers, and likely questions.

Information is gender-sensitive, victim-centred, and accessible to all segments of society including vulnerable groups such as women, children, and persons with disabilities.

Voluntary free, prior, and informed written or recorded verbal consent or affirmative assent for people under 18 and consent from their parent or legal guardian is obtained.

Victims right to refuse assistance and support at any time is respected.

Adequate, legally mandated protection, support, and assistance is not conditional on TIP victim's cooperation in justice processes.

Legal counsel, legal aid providers or other support persons are assigned.

Victims are not threatened with criminal prosecution if they refuse to cooperate in the legal proceedings.

Scope

This outcome includes provisions that enable TIP victims to make decisions.

- The criminal justice system is clearly explained to the TIP victim including the victim's legal position, rights, options, available services, and the trial process. Information includes (but not limited to) punishment of perpetrators, available remedies, restitution and/or compensation, application processes, likelihood of conviction, and duration of the court case.
- Gender-sensitive and victim-centred information is provided to TIP victims and witnesses about the entire criminal justice process, including courtroom expectations, proceedings, and likely questions, in multiple languages, formats or sign languages that are accessible to all segments of society including vulnerable groups such as women, children and persons with disabilities.
- TIP victims are provided legal aid to enable them to make an informed decision about whether they choose to participate in the prosecution of their traffickers.
- Victims are provided with adequate, legally mandated protection, support, and assistance for the duration of their involvement in legal proceedings. Support provided to victims and/or presumed victims is not conditional on TIP victim's cooperation in justice processes.
- Free, prior, and informed written or recorded verbal consent or affirmative assent for people under 18 and consent from their parent or legal guardian is obtained from victims for their participation in the legal process. Their right to refuse assistance and support at any time is respected.
- Children are particularly vulnerable to harm or (re)victimisation when interacting with the criminal justice system and need to be addressed in an age, culture, and gender-appropriate manner.
- Legal counsel, legal aid providers or other support persons are assigned to support and update victims throughout the criminal justice process and accompany them during questioning. The provision of legal counsel is not conditional on TIP victim or witness cooperation with authorities or justice processes.
- Victims are not threatened with criminal prosecution if they refuse to cooperate in the legal proceedings.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
Increased rate of victims who voluntarily participate in the prosecution of traffickers.	Increased TIP investigation and prosecution has disrupted TIP criminality.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Immediate Outcome (0-2 years)

TIP victims may remain in the country of destination while they are recovering and during court cases.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 2.5.13, 3.1.3, 5.3.8.
- Do No Harm Guide for Frontline Responders pp 21, 54, 92.
- ACTIP Articles 14(4), 16(5).

Description & Explanation

ASEAN Member States are obligated under the ACTIP to adopt legislative or other appropriate measures that permit TIP victims to remain in its territory, temporarily or permanently, in appropriate cases and until resolution of their case or compensation claim. ASEAN Member States are obligated to consider humanitarian and compassionate factors to achieve this purpose. The host country may encourage victims to voluntarily stay in its territory for purposes of testifying or cooperating in the prosecution of traffickers but with due regard to their safety.

The permit to stay temporarily or permanently is afforded to the victim regardless of whether the victim participates or gives evidence in any legal proceedings. TIP victims are not penalised for having violated immigration laws of the host country as a result of being trafficked.

Checklist for Demonstrating the Immediate Outcome

Laws/policies or procedures to ensure TIP victims and witnesses are not forced to leave or forced to stay in a destination country for legal proceedings are in place and implemented.

TIP victims and witnesses are afforded legal status and documentation to remain in the country during the recovery and legal proceedings.

TIP victims and witnesses are afforded safety and protection from physical harm or harassment.

Recovery periods are provided and not conditional on the timing of legal proceedings.

Victims participate in the legal proceedings according to their readiness.

Proceedings are suspended if required without interruption of the prescriptive period.

Victims are not penalised for their illegal stay or status in the host country as a result of being trafficked.

Scope

A victim-centred, gender-sensitive and child-friendly approach ensures that:

- Assistance is provided to TIP victims to obtain legal status, temporary or permanent, as applicable.
- TIP victims and witnesses are afforded safety and protection from physical harm or harassment.
- Recovery periods are not conditional on the timing of a case, but rather legal proceedings proceed according to the victim's readiness.
- Courts may suspend criminal proceedings if victims or witnesses are medically or mentally unable to proceed until they are declared by an expert opinion to be fit to continue, and such periods will not interrupt the prescriptive period.
- ASEAN Member States develop SOPs or guidelines to enable TIP victims and witnesses to obtain legal status and documentation to remain in the country during legal proceedings.
- TIP victims or presumed victims are afforded legal status and protection from detention and deportation or are not penalised, detained, or deported for violating immigration laws such as overstaying, irregular status, non-payment of immigration fees, or irregular working in the host country as a result of being trafficked at the destination country.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
TIP laws are revised to include provisions to protect victims and facilitate their stay and recovery in the host country.	Laws and provisions providing legal mechanism for TIP victims to remain in the destination country is enacted in line with the ACTIP.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Immediate Outcome (0-2 years)

TIP victims are provided with relevant services throughout their involvement in the criminal justice process.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures section 3.1.5.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons section 3.4.6.
- Do No Harm Guide for Frontline Responders, p 93.
- ACTIP Articles 14(10), (13), 16(5).
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities APSC 3

Description & Explanation

Laws, regulations, and policies are implemented to provide services for TIP victims throughout their involvement in the criminal justice process. Services include (but are not limited to): housing, counselling, and information about their legal rights in an easy-to-understand language and format, medical, psychological, and material assistance, employment, educational and training opportunities. Victims are also entitled to free legal services and legal aid to assist them in navigating through the justice processes, including in obtaining restitution and/or compensation for damages suffered.

Cooperation among government and CSOs is paramount to ensure that victims can obtain the full provision of care and support mandated under the ACTIP.

Checklist for Demonstrating the Immediate Outcome

A range of supports are made available to TIP victims including free legal aid, which is not conditional on cooperation with the criminal justice process.

A network of government, non-government, or civil society organisations providing free legal aid is available and accessible.

Legal counsel and legal aid providers have expertise and experience.

Legal advice is communicated clearly and in accessible formats and languages that victims understand.

A legal guardian is appointed when parents are not accessible and/or unable to provide care for child TIP victims.

Scope

This outcome includes provisions to:

- Provide free and accessible legal aid or support to assist TIP victims in accordance with national laws and policies of each ASEAN member state. If state-funded legal support is unavailable alternative options such as pro-bono services or CSO-provided lawyers are arranged.
- Establish or strengthen a network of legal aid professionals and specialised organisations to assist TIP victims and persons with disabilities who cannot afford legal representation.
- Provide professional legal counsel with expertise in advising TIP victims and representing them effectively.
- Clearly communicate all legal advice with appropriate interpreters in languages or sign languages that are accessible to all segments of society including vulnerable groups such as women, children, and persons with disabilities.
- Ensure child-friendly courts and processes, with qualified legal guardians appointed for child TIP victims if they are without parental care, to prevent re-traumatisation and safeguard their best interests and represent them in legal proceedings.
- Ensure that the provision of services is not conditional on TIP victim or witness cooperation with authorities or participation in the legal processes.
- Apply trauma-informed approaches and do-no-harm principles during all stages of the criminal justice process.
- Ensure confidentiality for handling TIP cases (i.e., provide private rooms for interviews, closed door investigation/trial).

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
Increased rate of victims who voluntarily participate in the prosecution of traffickers.	Victim protection and support is institutionalised and mainstreamed in line with the ACTIP, resulting in increased TIP investigation and prosecution, disrupting TIP criminality.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Immediate Outcome (0-2 years)

Returned and reintegrated victims of trafficking are supported to participate in the cross-border investigation and prosecution of their traffickers.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures section 3.1.4.
- ACTIP Articles 15(1), (4), (7), 16(5).

Description & Explanation

ASEAN Member States are obligated, under the ACTIP, to facilitate the return of TIP victims without undue or unreasonable delay, in due regard of the safety of their national or permanent residents. ASEAN Member States are also obliged to issue travel documents and/or authorisation to enable TIP victims to travel to and re-enter territory.

In the event of a cross-border investigation and prosecution where actual physical appearance is necessary, the travel costs, food and accommodation, safety and convenience of TIP victims are considered in order to support their participation in the investigation and prosecution of their trafficker(s). This is subject to any existing bilateral or multi-lateral mutual legal assistance agreement or immigration arrangements that provide for more favourable rights and privileges to victims.

Should actual physical appearance not be feasible alternative modes of providing or giving evidence by victims shall likewise be explored and made available to victims.

Checklist for Demonstrating the Immediate Outcome

Mechanism or procedures for returned victims to participate in the investigation and prosecution of their traffickers where it is safe to do so, are in place.

Electronic hearing and online video testimony from their place of origin are provided to support victim testimony.

TIP victims are supported to provide deposition or advanced video recording as evidence in the investigation and prosecution against the trafficker.

Cooperative arrangements with countries of origin are established for the safe travel, food and accommodation of TIP victims including a companion if required during their engagement in the justice process.

Any such cooperative arrangements between countries are at the least inconvenience and no cost to victims.

Scope

This outcome includes coordination and cooperation between ASEAN Member States to:

- Provide cooperative arrangements between destination and countries of origin established for the safe travel of TIP victims and a companion to provide testimony, minimising inconvenience and without cost to victims.
- Provide cooperative mechanisms between ASEAN Member States and agencies to enable TIP victims to participate in the investigation and prosecution of their traffickers.
- Provide electronic hearing, online and video testimony from their place of origin, in accordance with national laws.
- Make available advanced video recording options so that victims have an alternative mode to give evidence.
- Make available deposition to victims as an alternative mode of giving evidence.
- Allow support persons to accompany victims and/or presumed victims during the investigation, prosecution, and adjudication process.

Authorities and legal officers acknowledge that TIP cases may not rely on TIP victim's testimony for the investigation, prosecution, and adjudication of traffickers.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
Increased rate of victims who voluntarily participate in the prosecution of traffickers.	Increased TIP investigation and prosecution has disrupted TIP criminality.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Immediate Outcome (0-2 years)

TIP victims who choose to participate in the investigation and prosecution of their traffickers are informed about the progress of the case.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures section 3.1.1.
- Do No Harm Guide for Frontline Responders, pp 42, 77, 85, 92.
- ACTIP Articles 16(5), 9.

Description & Explanation

To be able to provide victim an accurate and timely update on the progress of the case, it is necessary that ASEAN Member States establish and utilise existing channels of communication between or among relevant government agencies at national level, or between or among competent authorities involving cross-border cases to facilitate a secure and rapid exchange of information and keep themselves updated of the progress of any investigation or prosecution of the case.

ACTIP requires Member States to provide information on the nature of protection, assistance, and support to which they are entitled to under domestic laws, and under the Convention. Such information, in particular as regards to legal rights, should be tailored in languages, signed languages and formats that victims can understand.

Scope

This outcome ensures that TIP victims and witnesses are informed about case progress by whatever means they deem appropriate, in a language and format they understand.

Mechanisms are in place to ensure a regular exchange of accurate and secure information about trafficking cases among relevant agencies within and across agencies. Victims are provided with regular updates concerning their case by a focal person or dedicated agency.

Checklist for Demonstrating the Immediate Outcome

The progress of the case is clearly explained in a language and formats victims can understand.

Strong cooperation/coordination mechanism for sharing information is in place.

Existing secured channel of communication is established and utilised by the ASEAN Member States.

Support person or victim witness coordinators maybe assigned to the TIP victim to assist and inform the victim about the status/progress of the case and other related matters.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
Increased rate of victims who voluntarily participate in the prosecution of traffickers.	Increased TIP investigation and prosecution has disrupted TIP criminality.

Building Block Maturity Framework for the Immediate Outcome

NA	Not applicable
Pre progress	No items checked
Intermediate progress	Some items checked
Advanced progress	All items checked



Immediate Outcome (0-2 years)

Individualised risk assessments and safety plans are developed for all TIP victims throughout the criminal justice process.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures section 3.2.7.
- Do No Harm Guide for Frontline Responders, pp 77, 81, 85.

Description & Explanation

A comprehensive individualised risk assessment and plan for all TIP adult and child victims and witnesses are developed in consultation with TIP victims and members of their families (if possible), law enforcement and victim support services. The purpose is to evaluate potential harm when victims participate in the criminal justice system and to ensure their safety and security, including that of their families.

The potential harms to victims and their families that should be considered in the risk assessment and plan may include intimidation, harassment, threat, coercion, and other forms of violence, leading to possible physical and psychological harm. Negative stereotyping from the victim's family and possible backlash from their community of origin should also be considered in the risk analysis.

Checklist for Demonstrating the Immediate Outcome

Individualised risk assessments are developed and implemented.

All activities require and obtain the written or recorded verbal informed consent or affirmative assent for people under 18 and consent from their parent or legal guardian.

Safety plans are in place and may include the following:

privacy and identity of victims and families are protected

closed door investigations and trials

alternative modes of giving evidence

witness protection programs

security personnel maybe assigned for victim and/or witness protection.

Scope

This outcome includes provisions for:

- Individualised risk assessments conducted to evaluate any potential harm and/or risk that may be faced by victims and/or members of their families during their participation in the justice system (during and post).
- Safety and security plans in place to protect TIP victims during the justice process. Plans include but are not limited to, the following:
 - the privacy of TIP victims, witnesses and their families are protected; names, birthdays, addresses, personal circumstances, or other identifying details are anonymised or redacted, when necessary
 - closed door investigations and trials are conducted
 - identifying details are published with the written or recorded verbal informed consent or affirmative assent for people under 18 and consent from their parent or legal guardian
 - alternative modes of giving evidence for victims to give evidence
 - witness protection programs with the written or recorded verbal informed consent or affirmative assent for people under 18 and consent from their parent or legal guardian
 - security personnel for victim and/or witness protection.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
Increased rate of victims who voluntarily participate in the prosecution of traffickers.	Increased TIP investigation and prosecution has disrupted TIP criminality.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Immediate Outcome (0-2 years)

TIP victims and their families are protected from intimidation, coercion, harassment, and/or reprisals or witness tampering.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 3.2.7, 2.1.1.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 3.6.5, 4.16.
- Do No Harm Guide for Frontline Responders, pp 77, 81.
- ACTIP Article 16(5), (7).

Description & Explanation

Preserving the integrity of the criminal justice system requires protecting the affected party, convicting the perpetrator, through a due process of law. Under the ACTIP, ASEAN Member States are obligated to take necessary steps to ensure that the integrity of the criminal justice process is preserved which includes protecting victims of trafficking from intimidation and harassment, where necessary and punishing traffickers.

To achieve this, it is necessary that laws, regulations, policies, and plans are implemented to protect victims and witnesses from intimidation and reprisals. Protection may include (but is not limited to) the provision of trained criminal justice officers or personnel for physical protection, as well as security escorts, including courtroom security personnel in order to ensure that no untoward incidents may occur to the victim or witness and prevent any disruption to the legal proceedings.

Checklist for Demonstrating the Immediate Outcome

Laws, regulations, policies, and effective executive and judicial measures are implemented to protect victims and witnesses from intimidation and reprisals.

Safe and suitable accommodation for TIP victims, witnesses and at-risk family members is provided.

Government witness protection program provide protective wrap-around services for victims and is coordinated for the efficient delivery of its services to victims.

Agreements between Courts and CSOs encourage and facilitate protective services and support to TIP victims, witnesses, and at-risk family members.

Assistance is not conditional on cooperation with authorities or participation in the legal proceedings.

The right to refuse protection and assistance is respected.

Scope

This outcome includes provisions to minimise opportunities for intimidation or witness tampering by:

- Providing criminal justice officers, police escorts and courtroom security or security personnel to ensure the physical protection of victims and witnesses.
- Anonymising the information of witnesses, victims, and families to assure privacy and confidentiality.
- Providing safe and suitable accommodation for TIP victims, witnesses, and at-risk family members.
- Coordinating with government witness protection and relocation programs to provide protective wrap-around services for victims.
- Establishing agreements between Courts and CSOs to encourage and facilitate cooperation for the provision or referral of protective services and support to TIP victims, witnesses, and at-risk family members.

TIP victims can exercise their right to refuse protection and assistance (for adults) and express their views (for children).

The protective services, including the safe and suitable accommodation and assistance, is not conditional on victims' cooperation with authorities or participation in the legal proceedings.

Evidence may not be solely reliant on TIP victims' testimony for investigation and prosecution of traffickers.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
The protective measures and services for TIP victims and their families are in place and adequately resourced.	Increased TIP investigation and prosecution has disrupted TIP criminality.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Immediate Outcome (0-2 years)

TIP victims and their families' privacy and personal data are protected during legal proceedings.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 3.2.6, 4.2.4.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons section 3.6.6.
- Do No Harm Guide for Frontline Responders, pp 79, 89.
- ACTIP Article 14(6).

Description & Explanation

ASEAN Member States are mandated to protect the privacy and identity of victims and that of their families, which includes making the legal proceeding on trafficking confidential.

To achieve this, it is important for ASEAN Member States to have laws, regulations, and policies that afford victims the right to privacy and confidentiality, and to ensure that these legal frameworks are implemented to protect TIP victims and their families from any physical or emotional harm as they go through the justice process.

Checklist for Demonstrating the Immediate Outcome

All necessary steps are taken to protect privacy victim-witnesses and potential witnesses and their families.

Names, birthdays, addresses, personal circumstances, or other identifying details are anonymised or redacted, when necessary.

The privacy of child TIP victims is protected.

Closed court proceedings in conducted.

Closed door investigation is conducted.

Confidentiality is maintained, and permission obtained from TIP victim before sharing any victim information.

Clear guidelines for the anonymisation/redaction of identifying details of victims and their family are developed.

Clear guidelines on the publication and sharing of files are developed.

Protective measures are implemented in courts.

Breaches or violations of confidentiality and privacy rights are investigated and prosecuted.

- ☐ Court justice professionals receive gender-sensitive and victim-centred training, which includes topics privacy and confidentiality.

Scope

This outcome ensures that:

- All necessary steps are taken to protect the privacy of victim-witnesses and their families which includes anonymising or redacting any names, address, birthday and/or other personal circumstances or identifying details, from investigation to court trial, in accordance with the applicable laws and regulations of the country.
- Responsibility for protecting victims' privacy rests with the criminal justice officials and support providers, including all parties who are privy to the case.
- The privacy of child TIP victims is protected and unauthorised disclosure of their identity or details is prohibited.
- Confidentiality is maintained and permission of the right party must be obtained before sharing any victim information that may reveal their identity or address.
- Protective measures are implemented in courts to ensure the privacy, safety and anonymity of victims and their family such as closed court proceedings, closed investigation, separate waiting rooms, recorded testimony, and other alternative modes for giving evidence.
- Files and court decisions are anonymised, and clear guidelines established to prevent names, dates of birth, addresses and other private information that might divulge the identity of TIP victims, family, or witnesses.
- Breaches of privacy by media personnel are reported to and action is taken by the authorities and maybe prosecuted.
- In collaboration with gender-sensitive and victim-centred organisations and the academe, training on human rights law and gender stereotypes is provided to justice professionals.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
Protection of victims' privacy, identity and confidentiality is standard practice.	Increased TIP investigation and prosecution has disrupted TIP criminality.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Immediate Outcome (0-2 years)

Specific measures are implemented to enable TIP victims and witnesses to safely participate in court proceedings.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 2.2.6, 3.3.8, 3.3.9, 2.4.10, 2.4.11.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 3.3.3, 3.6.6, 3.6.7.
- Do No Harm Guide for Frontline Responders, pp 42, 81, 85, 92.
- ACTIP Article 14(6), (7).

Description & Explanation

From a victim's first contact with the justice system to the conclusion of the process they are at risk of being retraumatised. Victims are often subjected to several interviews where they are made to recount details of their trafficking experience repeatedly. Insensitive body language may be displayed, or insensitive language and tone may be used that can make the victim feel guilty or responsible for their situation. This is compounded by the fact that some authorities tend to stereotype victims due to cultural and unconscious biases that may affect their judgement and understanding on the full impact of trauma on victims. Victims who may already be suffering from post-traumatic stress disorder may further be harmed through their interactions with authorities, particularly if their signs of trauma are viewed as uncooperative.

It is therefore necessary that specific and tailored protection is provided to victims to minimise the risk of re-traumatisation. Special measures may include (but are not limited to) live links, electronic hearing and video conferencing, screens, separate waiting rooms, private entrances, anonymity such use of pseudonyms, and video/audio distortion to protect victims during proceedings.

Checklist for Demonstrating the Immediate Outcome

Specific and tailored protection is provided to at-risk victim and/or witnesses.

Court procedures are in place allowing TIP victims to testify through video conferencing and electronic hearing, advanced video recording, live links, or separate rooms or through depositions.

TIP victims right to withdraw from the justice process at any time is respected.

Written or recorded verbal informed consent or affirmative assent for people under 18 and consent from their parent or legal guardian is provided.

Pre-trial depositions reduce the waiting period for victim witnesses to testify.

Trials and proceedings start and conclude without undue delay.

Victim's right to refuse assistance and support is respected.

Legal counsel or other support persons are assigned to support and update victims throughout the justice process and accompany them during questioning.

Victim support personnel are trained and provide support to TIP victims.

Scope

This outcome may include provisions to enable:

- TIP victims to provide evidence in the legal proceedings, through live links, separate rooms, electronic, online or video conferencing, advance video recording, or deposition.
- TIP victims have the right to withdraw from the criminal justice process at any time.
- Pre-trial depositions to reduce the waiting period for victim witnesses to testify.
- Trials and proceedings to start and conclude without undue delay, especially in cases involving children.
- The implementation of protocols to prohibit compelling TIP victims to participate in the criminal justice process by officials or service providers.
- TIP victims to be informed about their unconditional right to immediate protection and assistance.
- Written or recorded verbal informed consent or affirmative assent for people under 18 and consent from their parent or legal guardian.
- Legal counsel or other support persons to be assigned to support and update victims throughout the justice process and accompany them during questioning.
- Anonymising or redacting any identifying details of victims or their families such as names, address, birthdays, and other personal circumstances that can establish identity of victims.
- Use of intermediaries or support persons.

Available victim support is available for any TIP victim wanting to participate. Support persons and case managers receive training to provide support to TIP victims such as liaising with prosecutorial agencies, providing information and updates, accompanying the victim to court, and ensuring access to appropriate services.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
Increased rate of victims who voluntarily participate in the prosecution of traffickers.	Increased TIP investigation and prosecution has disrupted TIP criminality.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Immediate Outcome (0-2 years)

Legal procedures require prosecutors or relevant authorities to actively seek restitution and/or compensation from individuals convicted of trafficking, including restitution and/or compensation from the State, in consultation with TIP victims.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 5.2.3, 5.2.5, 5.2.6.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 2.5.1, 3.6.9, 4.15
- Do No Harm Guide for Frontline Responders, p 92
- ACTIP Articles 14(13), 14.
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities APSC 3.

Description & Explanation

Prosecutors and relevant authorities can assist victims in obtaining restitution and/or compensation for damages suffered. To ensure that victims are able to secure restitution and/or compensation, it is critical that prosecutors and relevant authorities are able to identify, trace, freeze, seize/confiscate proceeds of crime derived from trafficking, including those property, equipment or other instrumentalities used in or destined for use in trafficking. Further, it is equally important that prosecutors and relevant authorities are equipped with the knowledge and skills in computing and obtaining the appropriate amount of restitution and/or compensation for the victims during the court proceedings. Compensation claims (Stated Funded compensation) however, should not be solely dependent on the result of criminal prosecution. Under the ACTIP, ASEAN Member States are obligated to make provisions for appropriate funds to be allotted, establishing national trust funds for the care and support of victims of trafficking. The funds for such national trust funds may not only be derived from the proceeds of crime and government allocations, but also from international donors.

Checklist for Demonstrating the Immediate Outcome

ASEAN Member States provide for restitution and/or compensation for TIP victims through laws, regulations, and policies.

ASEAN Member States establish available victim trust funds in accordance with the ACTIP.

ASEAN Member States establish and implement mechanisms for obtaining the restitution and/or compensation for TIP victims in a simple and accessible manner.

Relevant agencies and authorities assist victims in pursuing restitution and/or compensation.

Civil and/or criminal restitution and/or compensation claims are filed in consultation with TIP victims or relevant authorities.

Laws, regulations, policies, or guidelines provide prosecutors and relevant authorities a basis or guidance to:

identify, trace, freeze, seize, or confiscate proceeds of crime derived from trafficking including property, equipment or other instrumentalities used in or destined for use in trafficking

compute and obtain the appropriate amount of restitution and/or compensation for victims

award and impose court ordered damages for restitution and/or compensation against convicted TIP offenders.

Scope

This outcome includes:

- Legislation to ensure criminalisation of TIP and entitlement to restitution and/or compensation is strengthened and enforced. Prosecutors and relevant authorities pursue restitution and/or compensation.
- TIP victims and/or presumed victims and their families are made aware of their right to restitution and/or compensation in a language and format that they understand.
- ASEAN Member States establish available victim trust funds in accordance with the ACTIP.
- ASEAN Member States establish and implement mechanisms for obtaining restitution and/or compensation for TIP victims.
- TIP laws and relevant domestic laws including Criminal codes, executive and judicial guidelines, allow courts to award damages and impose orders for restitution and/or compensation including asset seizure against convicted TIP offenders.
- Civil and/or criminal restitution and/or compensation claims are filed in consultation with TIP victims and or relevant stakeholders.
- Bank, financial or commercial records and asset seizures from perpetrators of trafficking using formal and informal channels for assistance between agencies.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
TIP victims are compensated for damages caused by TIP crimes.	Remedies for TIP victims are institutionalised and mainstreamed.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



Immediate Outcome (0-2 years)

TIP victims receive information about their right to seek restitution and/or compensation and its procedures.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 5.1.1, 5.1.2, 5.3.9.
- Do No Harm Guide for Frontline Responders, pp 77, 92.
- ACTIP Article 14(9).

Description & Explanation

In seeking restitution and/or compensation, TIP victims need specific information about seeking restitution and/or compensation and its purpose and source as well as victim's right to seek restitution and/or compensation if it is available.

Information should be provided in an easy-to-understand language and format including the requirements and ways to access remedies, the expected length of time it takes to conclude the legal proceedings, and the probability of actually obtaining such funds. This information will help victim make an informed decision on whether to pursue legal proceedings for compensation or restitution claims.

Checklist for Demonstrating the Immediate Outcome

Laws, policy, guidelines, and procedures include provisions on the right to restitution and/or compensation.

Laws, policy, guidelines, and procedures include provisions on obligation of duty bearers to inform TIP victims about their legal rights, especially right to restitution and/or compensation.

Information about compensation rules and procedures available to all segments of society, including vulnerable groups such as women, children and persons with disabilities.

TIP victims making claims, who have returned to their place of origin or are in a third country, are provided necessary information or advice and individualised support throughout the process.

Legal representation and support persons are assigned to provide information and support to TIP victims to secure restitution and/or compensation.

Scope

This outcome concerns information for TIP victims such as:

- Laws, regulations, policies, guidelines, and procedures on victim compensation and/or restitution and its application, are established and implemented.
- Laws, regulations, policies, guidelines and procedures on victim identification, referral, assistance, legal protection, and support that explicitly mention the need to inform TIP victims about their legal right to claim restitution and/or compensation through judicial, administrative, and other avenues.
- Information materials on restitution and/or compensation, its purpose, rules and procedures, legal basis, are available and widely accessible in an easy-to-understand language and format accessible to all segments of society including vulnerable populations and persons with disabilities.
- Information about victims right to restitution and/or compensation, the eligibility criteria, simplified application process, required documentation, responsible government office, and the timeline for decision-making are available and widely accessible in an easy-to-understand language and format accessible to all segments of society including vulnerable populations and persons with disabilities.
- TIP victims who have returned to their place of origin or are in a third country are provided support to claim restitution and/or compensation and can pursue restitution and/or compensation claims in the place where the trafficking case is prosecuted. They are provided necessary advice and support throughout the process.
- Legal representation, including support persons to walk through the whole justice process both civil and criminal, are provided to support TIP victims in claiming their right to restitution and/or compensation.
- Support to pursue restitution and/or compensation is not conditional on victim participation in the justice processes.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
TIP victims are compensated for damages caused by TIP crimes.	Remedies for TIP victims are institutionalised and mainstreamed.

Building Block Maturity Framework for the Immediate Outcome

NA	Not applicable
Pre progress	No items checked
Intermediate progress	Some items checked
Advanced progress	All items checked



Immediate Outcome (0-2 years)

Officials receive training and resources to prevent re-victimisation of TIP victims during legal proceedings.

Reference link to the Clauses of the Source Documents

- Regional Guidelines and Procedures sections 3.3.12, 3.3.15.
- Gender Sensitive Guideline for Handling Women Victims of Trafficking in Persons sections 3.5.7, 3.6.3, 3.6.8.
- Do No Harm Guide for Frontline Responders, pp 85, 89.
- ACTIP Article 16(1), (6).
- ASEAN Enabling Masterplan 2025: Mainstreaming the Rights of Persons with Disabilities APSC 4.

Description & Explanation

TIP victims are especially vulnerable to the debilitating physical and psychological symptoms of trauma resulting from their repeated, intrusive, and long-term abuse and exploitation. Upon being rescued, they may also be subjected to further trauma and re-victimisation throughout the process of seeking protection and access to justice. Awareness training should provide a foundation for first responders, law enforcers, service providers, and others, to recognise the trauma that victims may experience during their trafficking.

ACTIP calls on ASEAN Member States to provide or strengthen training program for relevant officials in the prevention of and response to TIP with a focus on methods used in preventing trafficking, investigating, prosecuting, and adjudicating the traffickers and protecting the victims and their families.

Checklist for Demonstrating the Immediate Outcome

Resources to fund trainings for judges, prosecutors, law enforcement, and other relevant officials are available.

Training and other capacity-building activities on disability perspectives and approaches are provided.

Training and other capacity-building activities on gender-sensitive approach are provided.

Training and other capacity-building activities on human rights approaches are provided.

Training and other capacity-building activities on trauma-informed approaches are provided.

Training and other capacity-building activities on child-friendly approaches are provided.

Training and other capacity-building activities on physical and forensic (medical and digital) evidence are provided.

Judges, prosecutors, law enforcers and other relevant officials are trained sensitively respond to TIP victims and support their needs.

Scope

This outcome includes provision for training and resources to ensure:

- Training programs for relevant officials on TIP are in place and regularly conducted by agencies, training institutes or academies.
- Resources to conduct training for judges, prosecutors, law enforcement, and other relevant officials are available.
- Training on the strengths and limitations of physical and forensic (medical and digital) evidence in cases of trafficking for sexual exploitation, labour exploitation, organ removal and other forms of trafficking including forced criminality, is conducted.

To ensure that victims' rights are respected, trainings and other capacity-building activities on the expected standards of behaviour and consequences in dealing with trafficking cases are provided and should include:

- disability perspectives and approaches
- gender-sensitive approaches
- human rights approaches
- trauma-informed approaches
- child-friendly approaches.

Training is intended to ensure that:

- Judges, prosecutors, law enforcers, and other relevant officials are trained to sensitively handle TIP cases.
- Judges, prosecutors, law enforcers and other relevant officials interact with TIP victims sensitively and supportively.
- Judges, prosecutors, law enforcers, and other relevant officials protect victims from re-victimization, such as unnecessary repeated interviews or hostile cross-examination.

Intermediate Outcome (2-5 years)	Long-term Outcome (5+ years)
TIP victims are compensated for damages caused by TIP crimes.	Remedies for TIP victims are institutionalised and mainstreamed.

Building Block Maturity Framework for the Immediate Outcome		
	NA	Not applicable
	Pre-progress	No items checked
	Intermediate progress	Some items checked
	Advanced progress	All items checked



JUSTICE PROCESSES EXAMPLES OF GOOD PRACTICE

Protection from intimidation and reprisal

A mother borrowed money from her boss but left her daughter as payment for the loan. Her boss was married to a police officer.

The girl was made to work for the family in their salon by day. She did not go to school. The girl was made to sleep with the husband and in addition to all this, was raped by the family's son.

The girl managed to report her situation to someone she trusted, who then reported the situation to a CSO. She was rescued and her case represented throughout the criminal justice process. The girl was supported to pursue justice and received witness protection.

The perpetrating family was prosecuted and received jail time. The girl was able to return to school and receive compensation.

Training for Justice Officials

In Indonesia, the International Organisation for Migration prepares and conducts training with CSOs, government and related law enforcement agencies. Modules include victim identification, referral mechanisms including how to distinguish TIP from other criminal offenses. The training has also developed a module with the Supreme Court related to TIP justice.

Forced labour rescue by Malay Officers

In an example of victim-centred and gender-sensitive practice, a prosecution of traffickers that was scheduled to take place in Malaysia was delayed to ensure the appropriate support was provided for the TIP victim. A victim of forced labour had returned from their place of origin to participate in the trial. However, prior to the trial a social worker recognised that the victim was highly traumatised and at risk of re-traumatization. To support the victim, they asked for the number of local officers to be limited and a safe, private space to be provided for the victim to be interviewed. The request was granted, and interviews took place in a local, private hotel even though this resulted in a short delay to the trial.

Annex 1:

Output indicators

ID	Outputs (indicators)	Key area
1	Number of counter trafficking in persons public awareness raising campaigns, categorised by campaign type and target audiences, such as age, gender, persons with disabilities and level of literacy or other vulnerable groups	1
2	Number of official CTIP information sharing and cooperation requests between ASEAN Member States	2
3	Number of TIP cases disaggregated by GEDSI	2
4	Average number of days taken to confirm identification of TIP victims, disaggregated by GEDSI	2
5	Number and percentage of TIP victims who are persons with disabilities who have a guardian appointed	2
6	Number and percentage of who have a guardian appointed by type i.e., family, institution etc	2
7	Percentage of victims of trafficking provided with temporary residency permits on social or humanitarian grounds.	3
8	Number and percentage of placed in accommodation that is appropriate to their needs disaggregated by accommodation type (extended family care or kin-based placement, foster care, small group homes, shelters or welfare facilities).	3
9	Number and percentage of TIP victims who received an individualised risk assessment(s) for their safe return categorised by GEDSI.	4
10	Number and percentage of TIP victims referred to medical healthcare services	5
11	Number and percentage of TIP victims referred to mental healthcare services	5
12	Number of TIP cases filed in the reporting year	6
13	Number and percentage of TIP court decisions that are anonymised and placed online and provided to UNODC Sherlock case law database.	6
14	Average duration of a TIP case involving children	6
15	Average number of times TIP victims self-report being interviewed by relevant agencies	6
16	Number and percentage of TIP cases finalised in which victim compensation / restitution / damages was ordered.	6
17	Number and percentage of TIP cases finalised in which victim received compensation.	6
18	Number of TIP witnesses with individualised risk assessment(s) categorised by GEDSI.	6
19	Number of TIP witnesses with safety plans, disaggregated by GEDSI.	6
20	Number of cases that used the services of a victim witness coordinator	6

Annex 2:

The gender, disability and inclusion of vulnerable adults and TIP data collections

ASEAN Member States are encouraged to consider the inclusion of the following information, principles and practices in their TIP identification tools, processes and data collection.

Sex and Gender sensitivity

When collecting data on sex and gender, distinguish between sex and gender. They are not the same. Some questions may not be appropriate for children and adolescents. Depending on an adolescent's maturity, they may wish to identify their gender as non-binary.

When asking about sex, do you use the words: male, female or intersex?

When asking about gender, do you use the words including (but not limited to): woman, man, trans-woman, and trans-man?

When asking about sex and gender, do you provide individuals the options to identify their own gender category?

When asking about sex and gender, do you respect the right of individuals to prefer not to say or disclose their sex or gender?

Are you disaggregating your data collections by sex?

Are you disaggregating your data by gender?

Disability

The Washington Group state that:

*The definition of disability has changed over time and is currently conceptualized as the outcome of the interaction between a person with a functional limitation (difficulties doing basic functional activities) and an unaccommodating environment resulting in the inability to fully participate in society.*⁴⁹

The Washington Group provide sets of questions for adults, children, and adolescents. The question sets can be incorporated into national data collection systems, topic-specific surveys, programmatic, and research and evaluation data collections. The question sets should be used within the Washington Groups recommended guidelines.

Does your monitoring system and data collection recognise all forms of disability including 'hidden' conditions such as neurological disability?

Are you disaggregating data collections by disability?

⁴⁹ Washington Group on Disability Statistics. 2020. The Data Collection Tools Developed by the Washington Group on Disability Statistics and their Recommended Use. Available from: www.washingtongroup-disability.com

Cultural responsiveness and sensitivity

Vulnerability is determined by historical, political, cultural, institutional, and environmental processes. These shape the social and environmental conditions in which people live. Cultural, linguistic, economic, and social factors may heighten people's vulnerability to TIP.

What is understood about the cultural history of the place and people where TIP data is being gathered?

What languages are spoken where TIP data is being gathered?

What are the ethnic populations where TIP data is being gathered?

What are the various religious practices and observations where TIP data is being gathered?

What influence does geography have in both the culture(s) where TIP data is being gathered?

Whose voices are amplified and whose are silenced, and how are you ameliorating power imbalances between individuals, communities, or organisations when TIP data is collected?

When asking about age, how do you give individuals the option to disclose their age in a manner that respects their privacy?

When asking about education, how are you providing individuals the option to disclose their level of education in a manner that does not bring shame or reinforce shame?

What influence does class and income (social and economic status) have on the TIP data being gathered?

