



PERSONNEL AND
READINESS

UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000

SEP 4 2013

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Combating Trafficking in Persons – Mandatory Training Requirement

Trafficking in Persons (TIP) is a worldwide problem posing a transnational threat involving violations of basic human rights. TIP is a leading source of profits for organized crime, together with drugs and weapons, generating billions of dollars. TIP affects virtually every country in the world.

The Department of Defense (DoD) has a zero-tolerance policy for TIP. Annual awareness training is a mandatory requirement for all DoD military members and civilian employees. Detailed instructions on how to access the TIP training can be obtained on the DoD Combating Trafficking in Persons website, <http://ctip.defense.gov/Training.aspx>. The following training modules are available: General Awareness, Law Enforcement, and Leadership. DoD military members and civilian employees are only required to take one of these modules.

DoD Instruction 2200.01, September 15, 2010, "Combating Trafficking in Persons (CTIP)," requires heads of Components: designate a CTIP office of primary responsibility; designate a CTIP program officer; conduct an annual CTIP awareness training program for all component members; and provide the CTIP program data that the Under Secretary of Defense for Personnel and Readiness needs to compile an annual report (see attached report format).

To capture data on awareness training, a DoD TIP report is generated annually. This report provides the total number of military and civilian members assigned to take the CTIP training and the total that took the CTIP training by DoD Component. For the Services, the report must include both active and reserve components. Please provide your organization's assigned point of contact for ensuring the completion of TIP training.

Please provide the requested information by November 4, 2013, to my office's point of contact for Combating Trafficking in Persons, Ms. Linda Dixon. Ms. Dixon can be reached at linda.dixon@osd.pentagon.mil or 571-372-1974.


Jessica L. Wright
Acting

Attachment:
As stated

DISTRIBUTION:

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