



Standard Curriculum Toolkit

Defense Human Resources Activity (DHRA) Combating
Trafficking in Persons (CTIP) Program

April 2015



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Overview [Section 1.0]

The Department of Defense (DoD) Instruction 2200.01, “Combating Trafficking in Persons” (CTIP) requires annual CTIP awareness training for all military personnel and civilian employees. Components are able to use DoD deployed training to meet this requirement or develop their own training. In some circumstances, such as for the Combatant Commanders, specific Area of Responsibility (AOR) training is required to educate personnel on unique local conditions.

The Standard Curriculum Toolkit was developed to help Components that choose to develop their own training and Military Departments that need additional information on CTIP to meet these requirements. This overview document serves as a guide to the toolkits’ purpose, importance, and individual elements.

What is the Standard Curriculum Toolkit?

The Standard Curriculum Toolkit is a collection of resources to help in the development of training materials to meet the annual CTIP training requirement. Reference this toolkit when developing CTIP training and incorporate each of the recommended elements in the course material. The CTIP PMO will review your training materials to ensure that they include each of the recommended elements.

Why is the Standard Curriculum Toolkit Important?

Adhering to the recommendations in this toolkit helps ensure the training is consistent with the CTIP terms, laws, and concepts used DoD-wide. All CTIP training materials should be developed based on the elements outlined in the Standard Curriculum Toolkit and submitted to the CTIP PMO along with a completed and signed Standard Curriculum Toolkit checklist for approval.

What is included in the Standard Curriculum Toolkit?

The Standard Curriculum Toolkit contains 10 resources that lay out the basic content you should include in your course material. These resources are divided into two categories: Recommended Elements and Additional Training Development Resources.

Recommended Elements of CTIP Training Materials

The Recommended Elements you should include in your CTIP training are listed below. The specific content requirements are outlined in each element.

Section	Element	Description
1.1	Learning Objectives	List of six CTIP learning objectives
1.2	Key Terms & Definitions	List of 11 key CTIP terms and definitions as well as optional terms
1.3	TIP Laws, Policies, and Regulations	List of federal and DoD-specific CTIP laws, policies, and regulations
1.4	TIP Examples	DoD–specific and general sex and labor trafficking and child soldiering examples



Section	Element	Description
1.5	Training Development Checklist	Checklist to ensure all essential elements are included in Component-specific CTIP training materials.

Additional Training Development Resources

The Additional Training Development Resources outline information for designing Component-specific CTIP training materials. *Referencing the Additional Training Development Resources is not required; however, Components may find them useful.*

Section	Resource	Description
2.1	Additional CTIP Resources	TIP websites, reports, brochures, and training resources
2.2	Best Practices for Designing and Developing Training	Overview of how to develop training material using the ADDIE (Analyze, Design, Develop, Implement, and Evaluate) framework.
2.3a and 2.3b	Templates	Templates for instructor-led training materials and PowerPoint presentations.
2.4	Learning Interactions	Example interactions for use in web-based training or instructor-led training courses.



Learning Objectives [Section 1.1]

This section outlines key learning objectives and related topics that Components should include when developing Combating Trafficking in Persons (CTIP) training materials. Objectives and topics should be added as necessary.

Recommendation: Include the following six learning objectives:

1. Define trafficking in persons
2. Identify who is involved in trafficking in persons
3. Determine why trafficking in persons occurs
4. Describe how trafficking in persons occurs
5. Explain how to combat trafficking in persons
6. Identify trafficking in persons laws and policies

Learning Objectives

1. Define trafficking in persons

Recommended Key Terms (see Section 1.2 for definitions):

- Force
- Fraud
- Coercion
- Severe Forms of Trafficking in Persons
- Sex Trafficking
- Commercial Sex Act
- Labor Trafficking
- Debt Bondage/Peonage
- Involuntary Servitude
- Child Soldiering
- Human Smuggling

Recommended content:

- What is Trafficking in Persons?
 - Introduce the topic of Trafficking in Persons
 - Trafficking in Persons is a form of modern-day slavery. It involves the exploitation of men, women, and children for sex and for labor.
 - Trafficking in persons is a crime in the United States and many other countries. The Department of Defense (DoD) prohibits trafficking in persons and investigates human trafficking incidents that are reported by Service members, civilian employees, contractors, and others.
 - Human trafficking is prohibited because it is:
 - a. An abuse of human rights
 - b. A crime
 - c. Not compatible with military core values
 - d. An action that jeopardizes DoD's credibility and ability to achieve its mission
 - Define Severe Forms of Human Trafficking according to the Trafficking Victims Protection Act (TVPA) of 2000



- The TVPA defines “severe forms of trafficking in persons” as:
 - a. Sex trafficking in which a commercial sex act is induced by force, fraud, or coercion, or in which the person included to perform such an act has not attained 18 years of age.
 - b. The recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage or slavery.
- Review the following terms: Force, Fraud, and Coercion¹
 - Trafficking in persons involves the use of force, fraud, or coercion to compel a person to provide labor or commercial sex.
 - a. Force often involves physical constraint, bodily harm, or confinement.
 - b. Fraud is a false representation—whether by words or by conduct, by false or misleading allegations, or by concealment of what should have been disclosed—that deceives and is intended to deceive another so that the individual will act upon it to her or his legal injury.
 - c. Coercion is (A) threats of serious harm to or physical restraint against any person; (B) any scheme, plan, or pattern intended to cause a person to believe that failure to perform an act would result in serious harm to or physical restraint against any person; or (C) the abuse or threatened abuse of the legal process.
- What are the Types of Human Trafficking?
 - Describe sex trafficking
 - Sex trafficking occurs when a commercial sex act is induced by force, fraud, or coercion, or in which the person who is induced to perform such an act is under the age of 18.
 - Sex trafficking occurs both domestically and internationally, including on and around DoD military installations. It is most commonly associated with:
 - a. Bars and brothels
 - b. Dance clubs and strip clubs
 - c. Massage parlors and spas
 - d. Escort services
 - e. Private parties
 - Describe labor trafficking²
 - Labor trafficking, also referred to as forced labor, is defined in TVPA as the recruitment harboring, transportation, provision or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.
 - Labor trafficking occurs in the DoD both domestically and internationally, including in government contracts. Labor trafficking most commonly occurs in the DoD contracts that are labor intensive. These labor intensive industries include:
 - a. Food services
 - b. Domestic services
 - c. Janitorial services
 - d. Driving services
 - e. Construction

¹ Source: Trafficking Victims Protection Act (TVPA) of 2000, Section 7102 of Title 22 United States Code.

² Source: Trafficking Victims Protection Act (TVPA) of 2000, Section 7102 (3) of Title 22 United States Code.



f. Hospitality

- Describe child soldiering³
 - According to Section 402 of the Child Soldier Prevention Act of 2008, the term child soldier means (i) any person under 18 years of age who takes a direct part in hostilities as a member of governmental armed forces; (ii) any person under 18 years of age who has been compulsorily recruited into governmental armed forces; (iii) any person under 15 years of age who has been voluntarily recruited into governmental armed forces; or (iv) any person under 18 years of age who has been recruited or used in hostilities by armed forces distinct from the armed forces of a state.
 - Child soldiers can be found in different locations around the world. Countries identified as using child soldiers in governmental armed forces or government-supported armed groups are found in Africa, the Middle East, and Southeast Asia. Non-government supported groups also use child soldiers in various parts of the world.

2. Identify who is involved in trafficking in persons

Recommended TIP Scenarios and Examples (see Section 1.4 for details). At least one example of each of the following:

- DoD-related labor trafficking
- DoD-related sex trafficking
- Child soldiering
- General sex or labor trafficking

Recommended content:

- Types of TIP Victims (based on past cases)
 - Describe the types of TIP Victims in the DoD
 - Trafficking in persons can occur anywhere and to anyone. While the DoD prohibits trafficking in persons and works diligently to eradicate it, there have been cases of trafficking in persons involving DoD personnel where men, women, and children were exploited.
 - These victims are sometimes:
 - Other country nationals (individuals whose heritage is different than the country they are performing work in) hired to perform work on U.S. military installations
 - Persons living in war-zones
 - U.S. military service members
 - Women and children trafficked into the commercial sex industry
 - TIP victims forced, deceived, or coerced into performing commercial sex acts are typically located in nightclubs, strip clubs, brothels, bars, massage parlors, and escort services on or near DoD military installations.
 - TIP victims forced, deceived, or coerced into forced labor typically work in food services, domestic services, janitorial services, driving services, construction, and hospitality services on or near DoD military installations.
 - Describe the types of TIP Victims outside of the DoD
 - TIP victims outside of the DoD are diverse and come from many different walks of life. They include people of any gender, age, race, nationality, social or economic status. Women and children are particularly vulnerable and are sometimes kidnapped, coerced, sold by their families, or tricked into human trafficking.

³ Source: Child Soldier Prevention Act of 2008, Section 2370 (2), of Title 22 United States Code.



- Types of Traffickers (based on past cases)
 - Describe the types of traffickers in the DoD
 - Traffickers in the DoD include anyone who exploits individuals for commercial sex or forced labor. Traffickers can be:
 - a. DoD Contractors
 - b. Government Civilians
 - c. Military Personnel
 - Describe types of traffickers outside of the DoD (based on actual cases)
 - Traffickers include anyone who exploits someone for commercial sex or forced labor. Traffickers can be:
 - a. International organized crime
 - b. National or local gangs
 - c. Corrupt government officials and police
 - d. Business owners
 - e. Pimps
 - f. Diplomats

3. Determine why trafficking in persons occurs

Recommended content:

- Push and Pull Factors
 - A number of factors make people vulnerable to trafficking in persons. While some factors are specific to certain cultures and regions, many other factors are common to trafficking in general. These factors help explain the pressures or conditions that lead TIP victims to situations where they are more prone to being exploited.
 - Define push factor
 - Push factors are conditions that influence or encourage people to leave a bad or unsafe situation. Push factors include the following:
 - a. Violence
 - b. Economic or political instability in country of origin
 - c. Natural disaster (earthquake, flood, etc.)
 - d. Lack of job opportunities
 - e. Prior sexual abuse
 - f. Poverty
 - These factors do not cause human trafficking but a combination of these factors increase the risk of exploitation.
 - Define pull factor
 - Pull factors are conditions that influence people to go to a new location with better opportunities. Pull factors include the following:
 - a. Job opportunities
 - b. Freedom and liberty
 - c. Chance of a better life
 - Traffickers often use pull factors to lure or trick TIP victims.
- Vulnerable Populations⁴
 - Describe the characteristics of vulnerable populations
 - Traffickers prey on victims with little or no social safety net. They look to exploit victims for cheap labor by preying on individuals in vulnerable situations due to economic hardship, illegal immigration status, political

⁴ Source: Trafficking Victims Protection Reauthorization Act of 2005, Section 7101 (6-8) of Title 22 United States Code.



instability, natural disasters, and other causes. Individuals vulnerable to trafficking include:

- a. Undocumented migrants
- b. Runaway and homeless youth
- c. Women and children with limited resources
- d. Oppressed social or cultural groups
- e. People displaced by natural disaster or civil conflicts
- f. Victims of prior sexual or physical abuse

- Trafficker Motivations⁵
 - Describe trafficker motivations for participating in human trafficking
 - Traffickers are motivated to participate in human trafficking because they see it as a high profit and low risk enterprise. In other words, they can make a lot of money with minimal consequences. This phenomenon can be attributed to the following reasons:
 - a. Lack of criminal justice infrastructure
 - b. Corruption
 - c. Lack of resources

4. Describe how trafficking in persons occurs

Recommended content:

- Trafficker Techniques Used on Victims
 - Traffickers use various forms of force, fraud, and coercion to lure and influence TIP victims. Examples of these techniques include:
 - Beatings, rape, isolation, restraint, restriction of movement, confiscation of travel documents (force)
 - False Promises of marriage, education, better family life, and job offers (fraud)
 - Threats or Intimidation including harm to victim's family, threat of deportation or prison, shaming, or brainwashing (coercion)

5. Explain how to combat trafficking in persons

Recommended content:

- Common Indicators of Trafficking in Persons
 - A number of indicators can help someone identify trafficking in persons. Recognizing the signs is the first step in protecting victims, punishing perpetrators, and preventing future violations. These indicators can be broken into two primary categories: physical/environmental and psychological/behavioral indicators of TIP.
 - Describe the physical/environmental indicators of TIP. Victim may:
 - Display signs of physical abuse (e.g. bruises, cuts, burns, broken bones)
 - Have no identification
 - Live at or be confined to worksite
 - Be escorted or closely monitored at all times
 - Be in debt bondage to employer
 - Suffer medical conditions such as malnutrition, dehydration
 - Describe the psychological/behavioral indicators of TIP
 - Fearful
 - Submissive

⁵ Source: Trafficking in Victims Protection Act (TVPA) of 2000, Section 7101 (8) (14-17) of Title 22 United States Code.



- Anxious
- Nervous
- Signs of emotional abuse
- Lack free will
- Depressed
- Dependent on others
- These psychological/behavioral indicators are not absolute signs of trafficking in persons, but when demonstrated together are good indicators.
- How to Respond
 - Describe how to respond to domestic TIP violations
 - If you suspect criminal activity, report the incident through your chain of command, to the appropriate DoD law enforcement authority, and to the DoD Inspector General Hotline. Phone: 1-800-424-9098 , Website: <http://www.dodig.mil/hotline/>
 - Contact the National Human Trafficking Resource Center Hotline Phone: 888-3737-888, Hotline: www.traffickingresourcecenter.org
 - If you suspect a human trafficking *contract violation*, follow your Service or agency's protocol for notifying the appropriate authority.
 - Describe how to respond to international TIP violations
 - If you are working overseas, report the incident to your Commanding Officer and the DoD Inspector General Hotline.
- Connecting Victims to Support/Services
 - Describe the importance of connecting victims to support/services
 - The needs of TIP victims can be complex. Victims often face physical and mental health issues relating to their TIP situation and need a multi-faceted approach to address their health needs.
 - Victims often need emergency food, clothing, shelter, translation services, legal services, and other basic needs as a result of their TIP experience.
 - Supporting victims and connecting them to the right services is critical to their recovery. There are several organizations that provide assistance to TIP victims.

6. Identify trafficking in persons laws and policies

Recommended Laws, Policies, and Regulations (see section 1.3 for details):

- Department of Defense Instruction (DoDI) 2200.01, 2010
- Executive Order 13267: Strengthening Protections Against Trafficking in Federal Contracts, 2012
- Federal Acquisition Regulation (FAR) Subpart 22.17, "Combating Trafficking in Persons"
- Defense Federal Acquisition Regulation Supplement (DFARS) Procedures, Guidance, and Information (PGI) 222.17
- NDAA for Fiscal Year 2013, XVII
- Trafficking Victims Protection Act of 2000 and relevant statutes from subsequent reauthorizations (2003, 2005, 2008, 2013)
- The Uniform Code of Military Justice, Article 134



Recommended content:

- TIP Laws and Policies
 - Provide an introduction to the topic
 - Over the last several years, Congress, the Executive Branch, and the DoD have developed new laws, regulations, and policies to address trafficking in persons.
 - Describe some of the laws that address trafficking in persons
 - Uniform Code of Military Justice, Article 134
 - a. The Uniform Code for Military Justice (UCMJ) is the criminal code that applies to Service members and in time of declared war or a contingency operation, persons serving with or accompanying an armed force in the field. Certain offenses related to sex trafficking may be prosecuted under UCMJ including prostitution; patronizing a prostitute; pandering by compelling, inducing, enticing, or procuring an act of prostitution; and pandering by arranging or receiving consideration for arranging for sexual intercourse or sodomy.
 - Trafficking Victims Protection Act of 2000 and relevant statutes from subsequent reauthorizations
 - a. Enacted in 2000, the Trafficking Victims Protection Act, or TVPA, defined the Federal Government's response to human trafficking, creating new criminal offenses prohibiting all forms of trafficking in persons including forced labor and sex trafficking. It also established protection and assistance for victims. The TVPA created the framework for CTIP—prevention, protection, prosecution. Since the original law was authorized, it has been reauthorized in 2003, 2005, 2008, and 2013 to strengthen the original law. For example, the Trafficking Victims Protection Reauthorization Act of 2005 amended the law to punish individuals who engage in human trafficking outside the United States while employed by or accompanying the Federal Government.
 - U.S. Criminal Code, Title 18 Chapter 77
 - a. The U.S. Criminal Code, Title 18 Chapter 77 defines a number of trafficking in persons related crimes and outlines criminal penalties for each offense.
 - i. Section 1589 Forced Labor:
Makes it unlawful to provide or obtain the labor or services of a person through one of three prohibited means. Force, fraud, or coercion, and broadens the definition of the kinds of coercion to include psychological coercion.
 - ii. Section 1590 Trafficking with Respect to Peonage, Slavery, Involuntary Servitude, or Forced Labor:
Makes it unlawful to recruit, harbor, transport, or broker persons for labor or services under conditions which violate any of the offenses contained in Chapter 77 of Title 18.
 - iii. Section 1591 Sex Trafficking of Children or by Force, Fraud, or Coercion:
Criminalizes sex trafficking, which is defined as causing a person to engage in a commercial sex act under certain statutorily enumerated conditions. A commercial sex act means any sex act, on account of which anything of value is given to or received by any person. The specific conditions are the use of force, fraud, or coercion, or conduct involving persons under the age of 18.



- a. The Defense Federal Acquisition Regulation Supplement Procedures, Guidance, and Information 222.17, or the DFARS PGI 222.17, provides guidance for DoD acquisition professionals with references to the CTIP Program Office and DoD policies, such as:
 - i. Inclusion of clause FAR 52.222-50, and CTIP compliance plans and certifications, in contracts and solicitations
 - ii. Development of quality assurance surveillance plans for acquisition professionals to monitor a contractor's performance regarding contract compliance clauses addressing human trafficking
 - iii. A sample checklist for auditing compliance
 - iv. Notification requirements when there is any indication of non-compliance
- Describe some of the policies that address trafficking in persons
 - The Department of Defense Instruction (DoDI) 2200.1 Establishes trafficking in persons policies, responsibilities, and information reporting requirements for maintaining a zero tolerance policy in the DoD.



Key Terms and Definitions [Section 1.2]

Include these key terms and definitions in Component-developed Combating Trafficking in Persons (CTIP) training materials. This section also lists additional terms and definitions for use as needed.

Recommendation: Include the following key terms:

1. Coercion
2. Commercial Sex Act
3. Child Soldiering
4. Fraud
5. Force
6. Human Smuggling
7. Labor Trafficking
8. Involuntary Servitude
9. Peonage/Debt Bondage
10. Severe Forms of Trafficking in Persons
11. Sex Trafficking

Key Terms and Definitions

#	Term	Definition
1.	Coercion	<p>(A) Threats of serious harm to or physical restraint against any person; (B) any scheme, plan, or pattern intended to cause a person to believe that failure to perform an act would result in serious harm to or physical restraint against any person; or (C) the abuse or threatened abuse of the legal process.</p> <p>Source: Trafficking Victims Protection Act (TVPA) of 2000, Section 7102 of Title 22 United States Code.</p>
2.	Commercial Sex Act	<p>Any sex act on account of which anything of value is given to or received by any person.</p> <p>Source: Trafficking Victims Protection Act (TVPA) of 2000, Section 7102 of Title 22 United States Code.</p>
3.	Child Soldiering	<p>The term “child soldier” means any person under 18 years of age who takes a direct part in hostilities as a member of governmental armed forces; any person under 18 years of age who has been compulsorily recruited into governmental armed forces; any person under 15 years of age who has been voluntarily recruited into governmental armed forces; or any person under 18 years of age who has been recruited or used in hostilities by armed forces distinct from the armed forces of a state.</p> <p>Source: Child Soldier Prevention Act of 2008, Section 2370 (2), of Title 22 United States Code.</p>



#	Term	Definition
4.	Fraud	<p>Fraud consists of some deceitful practice or willful device, resorted to with intent to deprive another of his right, or in some manner to do him an injury. In the context of human trafficking, fraud often involves false promises of jobs or other opportunities.</p> <p>Sources: Trafficking Victims Protection Act (TVPA) of 2000, Section 7101 (4) of Title 22 United States Code.</p>
5.	Force	<p>The term “force” means – (A) the use of a weapon; (B) the use of such physical strength or violence as is sufficient to overcome, restrain, or injure a person; or (C) inflicting physical harm sufficient to coerce or compel submission by the victim.</p> <p>Source: Uniform Code of Military Justice (UCMJ), Section 920 of Title 10 United States Code</p>
6.	Human Smuggling	<p>Human smuggling is the importation of people into a country via the deliberate evasion of immigration laws. This includes bringing illegal aliens into a country, as well as the unlawful transportation and harboring of aliens already in a country illegally. Some smuggling situations may involve murder, rape and assault.</p> <p>Source: Department of Homeland Security (DHS) U.S. Immigration and Customs Enforcement (ICE) http://www.ice.gov/human-smuggling/</p>
7.	Labor Trafficking	<p>Labor trafficking, also referred to as forced labor, is defined as the recruitment, harboring, transportation, provision or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.</p> <p>Source: Trafficking Victims Protection Act (TVPA) of 2000, Section 7102 (3) of Title 22 United States Code.</p>
8.	Involuntary Servitude	<p>(A) Any scheme, plan, or pattern intended to cause a person to believe that, if the person did not enter into or continue in such condition, that person or another person would suffer serious harm or physical restraint; or (B) the abuse or threatened abuse of the legal process.</p> <p>Source: Trafficking Victims Protection Act (TVPA) of 2000, Section 7102 (6) of Title 22 United States Code.</p>
9.	Peonage/Debt Bondage	<p>The status or condition of a debtor arising from a pledge by the debtor of his or her personal services or of those of a person under his or her control as a security for debt, if the value of those services (as reasonably assessed) is not applied toward the liquidation of the debt or the length and nature of those services are not respectively limited and</p>



#	Term	Definition
		defined. Source: Trafficking Victims Protection Act (TVPA) of 2000, Section 7102 (5) of Title 22 United States Code.
10.	Severe Forms of Trafficking in Persons	The TVPA defines "severe forms of trafficking in persons" as: (A) sex trafficking in which a commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age; or (B) the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery. Source: Trafficking Victims Protection Act (TVPA) of 2000, Section 7102 (9) of Title 22 United States Code.
11.	Sex Trafficking	The recruitment, harboring, transportation, provision, or obtaining of a person for the purpose of a commercial sex act. Source: Trafficking Victims Protection Act (TVPA) of 2000, Section 7102 (10) of Title 22 United States Code.

Additional Terms and Definitions

#	Term	Definition
1.	“3P” Paradigm	The “3P” Paradigm – prevention, protection, and prosecution serves as the fundamental international framework to combat human trafficking. The paradigm is outlined in the Trafficking Victims Protection Act (TVPA) of 2000. Source: <ul style="list-style-type: none"> • Trafficking Victims Protection Act (TVPA) of 2000, Section 7104, 7105, 7109 Chapter 78 of Title 22 United States Code. • Office to Monitor and Combat Trafficking in Persons, (2010.) <i>The “3P” Paradigm : Prevention, Protection, and Prosecution Handout</i>] Washington, D.C.:U.S. Department of State
2.	“4P” Paradigm	The “4P” Paradigm is a continuation of the 3P Paradigm – prevention, protection, and prosecution and assistance, which serves as the fundamental international framework to combat human trafficking. Former Secretary of State Hillary Rodham Clinton announced a "fourth P" - partnership - added to the paradigm in 2009. Source: Office to Monitor and Combat Trafficking in



#	Term	Definition
		Persons, (2010.) The “3P” Paradigm : Prevention, Protection, and Prosecution Handout] Washington, D.C.:U.S. Department of State
3.	Employee	Under FAR 52.222-50, <i>Employee</i> means an employee of the contractor directly engaged in the performance of work under the contract who has other than a minimal impact or involvement in contract performance. Source: Federal Acquisition Regulation 52.222-50, “Combating Trafficking in Persons” (March 2015)
4.	Forced Labor	[The provision or obtaining of]... labor or services of a person--(1) by threats of serious harm to, or physical restraint against, that person or another person;(2) by means of any scheme, plan, or pattern intended to cause the person to believe that, if the person did not perform such labor or services, that person or another person would suffer serious harm or physical restraint; or (3) by means of the abuse or threatened abuse of law or the legal process Source: Trafficking Victims Protection Act (TVPA) of 2000, Section 1589 of Title 18 United States Code.
5.	Forcible Pandering	Compelling another person to engage in an act of prostitution with any person. Source: Uniform Code of Military Justice (UCMJ), [Section 920c of Title 10 United States Code.
6.	Minor	Under the TVPA, a minor is any person under the age of 18. Source: Trafficking Victims Protection Act (TVPA) of 2000, Section 7102 (9) of Title 22 United States Code.
7.	Other Country Nationals (OCNs)	People from countries other than the country in which they currently reside. Source: http://ctip.defense.gov/Resources/Glossary.aspx
8.	Pimp	The name that describes a person who procures prostitutes for people. Source: Black’s Law Dictionary, 7 th edition
9.	Prostitution	The actor or practice of engaging in sexual activity for money or its equivalent. Source: Black’s Law Dictionary, 7 th edition
10.	T Visa	The T visa is a temporary residency status created by the TVPA to give victims of severe forms of trafficking a residency status to remain in the U.S. The applicant must show that he or she: is, or has been, a victim of a severe form of trafficking in persons; is physically present in the



#	Term	Definition
		United States and either: (i) Has complied with any reasonable request for assistance in the investigation or prosecution of acts of trafficking in persons, or (ii) Is less than 15 years of age; and would suffer extreme hardship involving unusual and severe harm upon removal. Source: Alien Victims of Severe Forms of Trafficking in Persons, Section 214.11 (b) Title 8 Code of Federal Regulation
11.	Victim Services	Services provided to victims of domestic violence, dating violence, sexual assault, or stalking, including telephonic or web-based hotlines, legal advocacy, economic advocacy, emergency and transitional shelter, accompaniment and advocacy through medical, civil or criminal justice, immigration, and social support systems, crisis intervention, short-term individual and group support services, information and referrals, culturally specific services, population specific services, and other related supportive services. Source: Violence Against Women Reauthorization Act of 2013 (VAWA 2013), Section 13925 (a) of Title 42 United States Code.



TIP Laws, Policies, and Regulations [Section 1.3]

Include these TIP laws, policies, and regulations for the Department of Defense and the federal government in your Component-developed Combating Trafficking in Persons (CTIP) training materials. This section also lists additional related laws, policies, and regulations for use as needed.

Recommendation: Include the following laws, policies, and regulations:

1. Uniform Code of Military Justice, Article 134
2. Trafficking Victims Protection Act of 2000 and relevant statutes from subsequent reauthorizations
3. U.S. Criminal Code, Title 18, Chapter 77
4. National Defense Authorization Act (NDAA) Section 17 for Fiscal Year 2013 “End Trafficking in Government Contracting Act”
5. Executive Order 13627: “Strengthening Protections Against Trafficking in Persons in Federal Contracts”
6. Federal Acquisition Regulation Subpart 22.17
7. Defense Federal Acquisition Regulation Supplement (DFARS) Procedures, Guidance, and Information (PGI) 222.17
8. Department of Defense Instruction (DoDI) 2200.01

Recommended TIP Laws, Policies, and Regulations

Law, Policy or Regulation	Description
The Uniform Code of Military Justice, Article 134	<p>The Uniform Code of Military Justice (UCMJ) applies to Service members and in time of declared war or a contingency operation, persons serving with or accompanying an armed force in the field. Certain offenses related to sex trafficking may be prosecuted under UCMJ including prostitution; patronizing a prostitute; pandering by compelling, inducing, enticing, or procuring an act of prostitution; and pandering by arranging or receiving consideration for arranging for sexual intercourse or sodomy.</p> <p>Classification: DoD TIP Law</p>
Trafficking Victims Protection Act of 2000 and relevant statutes from subsequent reauthorizations (2003, 2005, 2008, 2013)	<p>Enacted in 2000, the Trafficking Victims Protection Act, or TVPA, defined the Federal Government’s response to human trafficking. It created new criminal offenses prohibiting all forms of TIP including labor trafficking and sex trafficking. It also established protection and assistance for victims. The TVPA created a 3P framework —prevention, protection, and prosecution for addressing TIP. Since the original law was authorized, Congress has reauthorized the TVPA four times (2003, 2005, 2008, and 2013) to strengthen the law. For example, the TVPRA 2005 amended the law to punish</p>



Law, Policy or Regulation	Description
	<p>individuals who engage in human trafficking outside the United States while employed by or accompanying the Federal Government.</p> <p>Classification: Federal TIP Law</p>
<p>U.S. Criminal Code, Title 18 Chapter 77</p> <ul style="list-style-type: none"> • Section 1589 Forced Labor • Section 1590 Trafficking with Respect to Peonage, Slavery, Involuntary Servitude, or Forced Labor • Section 1591 Sex Trafficking of Children or by Force, Fraud, or Coercion • Section 1592 Unlawful Conduct with Respect to Documents in Furtherance of Trafficking Peonage, Slavery, Involuntary Servitude, or Forced Labor 	<p>The U.S. Criminal Code, Title 18 Chapter 77 defines a number of trafficking in persons related crimes and outlines criminal penalties for each offense.</p> <ul style="list-style-type: none"> • Section 1589 Forced Labor: Makes it unlawful to provide or obtain the labor or services of a person through one of three prohibited means. Force, fraud, or coercion, and broadens the definition of the kinds of coercion to include psychological coercion. • Section 1590 Trafficking with Respect to Peonage, Slavery, Involuntary Servitude, or Forced Labor: Makes it unlawful to recruit, harbor, transport, or broker persons for labor or services under conditions which violate any of the offenses contained in Chapter 77 of Title 18. • Section 1591 Sex Trafficking of Children or by Force, Fraud, or Coercion: Criminalizes sex trafficking, which is defined as causing a person to engage in a commercial sex act under certain statutorily enumerated conditions. A commercial sex act means any sex act, on account of which anything of value is given to or received by any person. The specific conditions are the use of force, fraud, or coercion, or conduct involving persons under the age of 18. • Section 1592 Unlawful Conduct with Respect to Documents in Furtherance of Trafficking, Peonage, Slavery, Involuntary Servitude, and Forced Labor: Makes it illegal to seize documents in order to force others to work. By expanding its coverage to false documents as well as official documents, § 1592 recognizes that victims are often immobilized by the withholding of whatever documents they possess, even if the documents are forged or fraudulent. <p>Classification: Federal TIP Law</p>
<p>National Defense</p>	<p>The National Defense Authorization Act of 2013 (NDAA)</p>



Law, Policy or Regulation	Description
Authorization Act (NDAA) for Fiscal Year 2013, XVII	<p>Section 17 requires contract termination for acts that directly support or advance TIP, including, confiscating an employee's identity or immigration documents, offering employment using fraudulent pretenses, charging unreasonable placement or recruitment fees, and providing housing that fails to meet the host country housing and safety standards.</p> <p>Classification: Federal TIP Law</p>
Executive Order 13627: Strengthening Protections Against Trafficking in Federal Contracts, 2012	<p>This Executive Order, signed September 26, 2013, strengthens the efficacy of the Government's zero-tolerance policy on TIP by calling for additional prohibitions on contractor engagement in human trafficking-related activities, new tailored compliance measures particularly in at-risk industries and sectors, and better monitoring, identification, and compliance efforts.</p> <p>Classification: Federal TIP Law</p>
Federal Acquisition Regulation Subpart 22.17	<p>The Federal Acquisition Regulation (FAR) is The United States Government has adopted a zero-tolerance policy regarding trafficking in persons. This policy states that Government contract shall:</p> <ul style="list-style-type: none"> a. Prohibit contractors, subcontractors, and their employees from <ul style="list-style-type: none"> i. Engaging in severe forms TIP during the period of performance of the contract ii. Procuring commercial sex acts during the period of performance of the contract iii. Using forced labor during the period of performance of the contract b. Require contractors and subcontractors to notify employees of the prohibited activities described in paragraph (a) of this section and the action that may be taken against them for violations c. Impose suitable remedies, including termination, on contractors that fail to comply with the requirements of paragraph (a) and (b) of this section <p>Additionally, the FAR Clause 52.222-50 should be inserted into Federal solicitations, contracts, and subcontracts.</p> <p>Classification: Federal TIP Regulation</p>
Defense Federal Acquisition	<p>The Defense Federal Acquisition Regulation Supplement</p>



Law, Policy or Regulation	Description
Regulation Supplement (DFARS) Procedures, Guidance, and Information (PGI) 222.17	<p>Procedures, Guidance, and Information 222.17, or the DFARS PGI 222.17, provides guidance for DoD acquisition professionals with references to the CTIP Program Office and DoD policies, such as: inclusion of clause FAR 52.222-50, and CTIP compliance plans and certifications, in contracts and solicitations, development of quality assurance surveillance plans for acquisition professionals to monitor a contractor's performance regarding contract compliance clauses addressing human trafficking, a sample checklist for auditing compliance, and notification requirements when there is any indication of non-compliance.</p> <p>Classification: DoD TIP Regulation</p>
Department of Defense Instruction (DoDI) 2200.01, 2010	<p>The Department of Defense Instruction (DoDI) 2200.01 establishes the TIP policies, responsibilities, and information reporting requirements for maintaining a zero tolerance policy in the DoD.</p> <p>Classification: DoD TIP Policy</p>

Optional TIP Laws, Policies, and Regulations

Law and Policy	Description
Military Extraterritorial Jurisdiction Act (MEJA), 2000	<p>The Military Extraterritorial Jurisdiction Act (MEJA) holds DoD civilians (including contractors) under United States law when operating outside the United States. Under the MEJA (18 UC 212), civilian personnel, contractors, or any other person accompanying the armed forces outside the United States (e.g., dependents) can be prosecuted under United States laws for felony crimes, including trafficking in persons.</p> <p>Classification: DoD TIP Law</p>
National Security Presidential Directive 22 of 2002	<p>The National Security Presidential Directive 22 of 2002 established a “zero tolerance” policy towards trafficking in persons among members of the U.S. armed services. In it, the President directs all relevant U.S. government agencies to develop a strategic plan to combat trafficking in persons. It also enforces the law against those who knowingly take part in, patronize, or tolerate trafficking networks. The Directive committed the U.S. government to raising awareness about TIP and to improving efforts to eliminate it through mandated training.</p>



Law and Policy	Description
	Classification: Federal TIP Law
<u>PROTECT Act (Prosecutorial Remedies and Other Tools to End the Exploitation of Children Today Act)</u>	<p>The PROTECT Act (Prosecutorial Remedies and Other Tools to End the Exploitation of Children Today Act) was enacted in 2003 to combat child sexual exploitation and child sex tourism. Among other things, the Act requires courts to impose mandatory sentences for sex offenders and makes it a crime to travel abroad to engage in sexual conduct with minors. The Act amends the criminal code to increase supervision of convicted sex offenders for specific felonies. Additionally, the Act creates minimum standards and grants for states to expand their Amber Alert system for missing children.</p> <p>Classification: Federal TIP Law</p>
<u>Child Soldier Prevention Act of 2008</u>	<p>The Child Soldier Prevention Act of 2008 is a United States federal law that makes it a federal crime to knowingly recruit or use soldiers under the age 15. According to this law, the United States can prosecute any individual who violates this law on U.S. soil, even if the child was recruited abroad. The law also restricts the United States from providing military assistance to countries whose armed forces or non-government armed groups recruit and use child soldiers. The President can override this law through a national security interest waiver if necessary.</p> <p>Classification: Federal TIP Law</p>
<u>Child Soldier Accountability Act of 2008</u>	<p>The Child Soldier Accountability Act of 2008 is a federal law that imposes a fine or 20-year prison term for knowingly recruiting or using soldiers under the age of 15 in an armed force or group.</p> <p>Classification: Federal TIP Law</p>
<u>Fraud in Foreign Labor Contracting Act</u>	<p>The Fraud in Foreign Labor Contracting Act states that anyone who knowingly and with the intent to defraud recruits, solicits, or hires a person outside of the United States by means of materially false or fraudulent pretenses, representations, or promises regarding that employment shall be fined or imprisoned for no more than 5 years, or both. The Act specifies that those recruited, solicited, or hired must be recruited, solicited, or hired for purposes of employment within the United States, or on a U.S. government contract performed outside the U.S., or on a U.S. military installation/mission, or on any other property owned or controlled by the United States.</p>



Law and Policy	Description
	<p>The Act provides a punishment for those who intentionally hire people outside of the United States by fraudulent means in order to work within the United States or outside the U.S. on premises owned or controlled by the U.S. government.</p> <p>Classification: Federal Law</p>



TIP Examples [Section 1.4]

Include these TIP examples in Component-developed Combating Trafficking in Persons (CTIP) training materials. The case examples include both general and Department of Defense (DoD)-specific content from a variety of sources. Some examples are framed as stories with a focus on the journey of TIP victims, while other examples focus more on TIP offenses, and how traffickers are tried and convicted in a United States Federal or state court. Below each example is a source citation that may link to the original indictment. Links to indictments may require subscription or an account for a specific law journal.

Recommendation: Include at least one of each kind of example from the lists below:

- DoD labor trafficking
- DoD sex trafficking
- General child soldiering
- General labor or sex trafficking

DoD Labor Trafficking Examples

#	Title	Description
1.	Labor Trafficking in Iraq War Zone: United States military contractor allegedly deceived workers into a war zone without proper safety	<p>In 2013, a case involving elements of human trafficking was brought before a United States District Court. The complaint alleged that a subcontractor on a U.S. Department of Defense contract forced Nepali laborers into the Iraqi war zone against their will and without proper protection. The Nepali men were allegedly promised high-paying hospitality jobs in Amman, Jordan. The men were coerced into paying exorbitant fees to qualify for the jobs. In addition, their passports were withheld. When they arrived in Jordan, they were taken to the Iraqi war zone to work on a United States military installation. In 2004, as part of an unprotected caravan, 12 out of 13 Nepali men were captured by insurgents and executed.</p> <p>Source: Adhikari v. Daoud & Partners, 4:09-CV-1237 http://tinyurl.com/kexe9nq</p>
2.	Labor Trafficking in Baghdad, Iraq: United States military contractor allegedly held workers in a disease-ridden warehouse in Iraq	<p>In 2008, media reports alleged that 1,000 Other Country Nationals (OCNs) were discovered on the outskirts of Baghdad in a windowless warehouse where they had allegedly been held for almost three months without money or work. A Department of Defense subcontractor brought them to Baghdad ostensibly to work for the U.S. military. The men claimed they were given little water and small amounts of food. Some men also claimed their passports were withheld. One mile away, additional workers lived in huts built with tarps and pieces of carpet, and said they had no access to food, water, or medical care. These men were allegedly recruited by agents charging recruiting fees close to \$5,000. These incidents sparked efforts by the United</p>



#	Title	Description
		<p>States to protect OCNs hired under United States government contracts in Iraq and Afghanistan.</p> <p>Source: http://www.mcclatchydc.com/2008/12/02/56910/military-contractor-in-iraq-holds.html</p>
3.	<p>Saeh al Sahra Group, Inc. Alleged Badging and Visa Violations (2006 – 2009): U.S. military subcontractor allegedly failed to provide workers with proper identification and visas</p>	<p>In order to ensure that an Other Country National (OCN) is allowed to work, the contracting company must provide the individual with the proper paperwork. Saeh al Sahra Group (SSG) allegedly failed to provide its workers with the proper badging and visas. During an interview on March 17, 2009, two reporting agents from the Defense Criminal Investigative Service (DCIS) Southwest Asia Resident Agency office found evidence supporting these allegations. The former employee stated that SSG brought OCNs from countries such as Sri Lanka and India to work on construction contracts, and alleged that SSG mistreated the OCNs. He reported that SSG left OCNs stranded in country without a method of getting home. During an incident in previous months, the individual alleged that SSG removed an OCN from a worksite and dropped him off at the Iraqi War Zone (IZ) without proper paperwork, badges, money, or a method of getting to his home country. In addition, SSG also allegedly did not obtain proper work visas for the OCNs. The informant stated that SSG obtained 10-day visas for the OCNs to enter Iraq, but once they got to the country, SSG took them out to the worksites before they could obtain the extended work visas that ensured they were able to work on the military base. Without up-to-date visas, the OCNs became stranded in Iraq. Many had to purchase visas, costing \$500, to leave. The informant also alleged that there had been instances of verbal, physical, and sexual abuse. SSG is currently under investigation by the Iraq-U.S. Major Crimes Task Force.</p> <p>Source: https://www.aclu.org/files/pdfs/humanrights/2012-1-18_dodig_release_1_of_2.pdf</p>
4.	<p>Saeh al Sahra Group, Inc. Alleged Pay Violations: U.S. military subcontractor allegedly fails to pay worker salary in contract</p>	<p>In March 2009, a reporting agent from the Defense Criminal Investigative Service (DCIS) interviewed a former worker for Saeh al Sahra Group, Inc (SSG) in response to allegations of pay violations by SSG. The individual completed eight months of work for SSG and was promised a monthly salary, but he only received about one and a half months' salary. When asked how much SSG owed him, he responded that he was owed approximately \$4200. He stated that he tried to contact the financial office to inquire about the missing pay, however, he was continuously told "not to worry about it. They will pay him plenty of money." He never received the pay he was promised. During an</p>



#	Title	Description
		<p>email interview with another SSG worker, the reporting agent heard similar allegations from another employee. According to this worker, he was shorted an entire month's salary (\$14,500). Two other months, his pay was shorted \$2,000, for a total of \$18,500 owed to him. He was never paid what was owed him in the contract. Information forwarded to the reporting agent included an email string in which he discusses his missing salary with SSG. These cases are a select few of many. The Iraq-U.S. Major Crimes Task Force is investigating the allegations of SSG pay violations.</p> <p>Source: https://www.aclu.org/files/pdfs/humanrights/2012-1-18_dodig_release_1_of_2.pdf</p>
5.	Saeh al Sahara Group, Inc. Alleged Travel Expense Violations: U.S. military subcontractor allegedly fails to provide return ticket to country of origin upon completion of duties	<p>Contracts provided to Third Country Nationals specifically state that any worker that ends his or her employment shall be given reimbursement for travel expenses to return home. However, government subcontractor, Saeh al Sahara Group (SSG), allegedly denied workers these expenses. SSG neglected to provide a method of return for one of their workers seeking to return home. His contract with SSG provided a stipend for life and medical insurance, travel for R&R trips, and a severance if he was let go from the company. In October 2008 he was released from his duties and was dropped off at the Baghdad International Airport. He stated he was promised a ticket back home. Upon arrival he went to the ticket desk but there was not a plane ticket waiting for him. He told the reporting agents he never was paid for the work that he performed for SSG in October 2008 and that he should be reimbursed for his travel costs to return home. In addition to not receiving pay and reimbursement for travel expenses, he stated that he never received any of the insurance stipends that SSG promised. SSG owed him approximately \$40,000 in pay and travel expenses. He never received a severance package as required by the contract. SSG is currently under investigation by the Iraq-U.S. Major Crimes Task Force.</p> <p>Source: https://www.aclu.org/files/pdfs/humanrights/2012-1-18_dodig_release_1_of_2.pdf</p>
6.	SIGAR Disrupts Human Trafficking at Kandahar Airfield, January, 2014: An employee of a subcontractor got fired and referred for debarment for requiring TCNs to pay a fee as a condition of employment	<p>A SIGAR special agent attended a meeting in January 2014 at the office of RONCO, a company hired to conduct entrance and exit interviews of all contractor employees at Kandahar Airfield (KAF). At this meeting, a Sri Lankan working at KAF for a Canadian company specializing in passenger and cargo transport in Afghanistan told RONCO that his supervisor solicited a \$600 payment from him during his job interview. The supervisor said the payment covered airfare to Afghanistan. On March 1, 2014, SIGAR</p>



#	Title	Description
		<p>interviewed the Sri Lankan, who said he paid the \$600 in order to get the job. He also identified other Sri Lankans employed by the Canadian company who made similar payments. On March 20, 2014, SIGAR conducted interviews with six other Sri Lankans employed by the Canadian company and confirmed that four of the six paid the supervisor \$600 out of their first few paychecks. SIGAR agents then interviewed the supervisor who admitted he forced employees to pay these fees. SIGAR gave the information to the company director who advised that he would terminate the employee and arranged for his departure home. The company also agreed to reimburse Sri Lankan employees what they had paid the supervisor. The supervisor was referred to the Army for debarment on March 31, 2014.</p> <p>Source: Special Inspector General for Afghanistan Reconstruction (SIGAR) April 30 2014 Quarterly Report to the United States Congress http://www.sigar.mil/quarterlyreports/2014-04-30qr.pdf</p>
7.	<p>SIGAR Uncovers Reports of Labor Trafficking in Afghanistan, September 12, 2014: SIGAR addresses the issues of improper “recruitment fees” and kickbacks by LOGCAP with representatives from U.S. Army Sustainment Command, U.S. Army Contracting Command, and DynCorp managers</p>	<p>During meetings with representatives from the U.S. Army Sustainment Command, U.S. Army Contracting Command, and DynCorp managers, SIGAR special agents addressed instances of human trafficking by the Logistics Civil Augmentation Program (LOGCAP). At the meetings, Command representatives provided SIGAR special agents with copies of more than two thousand interviews with Other Country Nationals (OCNs). During these interviews, OCNs disclosed that they were forced by labor recruiters to pay recruitment fees of as much as \$4000 to obtain employment on U.S. military bases in Afghanistan. In addition to improper recruitment fees, SIGAR special agents discovered instances of LOGCAP officials taking kickbacks by OCN subordinates. The lack of oversight and actions taken in response to these reports of human trafficking by Command is currently under investigation by SIGAR.</p> <p>Sources:</p> <ul style="list-style-type: none"> September 12, 2014 SIGAR Inquiry to U.S. Army Sustainment Command and U.S. Army Contracting Command Special Inspector General for Afghanistan Reconstruction (SIGAR) January 30 2015 Quarterly Report to the United States Congress http://www.sigar.mil/quarterlyreports/2015-01-30qr.pdf
8.	<p>Labor Trafficking in California: Alleged forced domestic servitude by Navy</p>	<p>The Naval Criminal Investigative Service (NCIS) and Federal Bureau of Investigation (FBI) initiated a joint investigation following a report that a Bahraini Air Force</p>



#	Title	Description
	Postgraduate School attendee	<p>Officer attending the Navy Postgraduate School in Monterey, CA, and his wife, forced a female Philippine citizen to work as their domestic servant. The victim alleged that since arriving in the United States to work for the couple, they have not allowed her to take any days off or leave the house on her own, and that they told her that if she did not listen to instructions or left the house, the police would arrest her. According to the victim, the couple did not feed her properly, provide medical treatment when required, or pay her in accordance with her contract salary of \$1,600 per month. Additionally, the victim stated the couple forced her to sleep in a room with an infant and care for the family's two children seven days-a-week without rest. The victim was removed from the residence with assistance of a non-profit agency, and the investigation is ongoing.</p> <p>Source: Department of Navy Submission for CTIP Attorney General Fiscal Year 14 Report</p>

DoD Sex Trafficking Examples

#	Title	Description
1.	Sex Trafficking in Kansas City, Missouri: Naval recruiter guilty of sex trafficking of a child	<p>In 2009, an active duty Navy recruiter was convicted of sex trafficking of a child. He pled guilty to the charge and was sentenced to 15 years in prison without parole. He was one of the first defendants to ever be prosecuted as a customer of child prostitution under the Trafficking Victims Protection Act.</p> <p>The Navy recruiter responded to an online advertisement and arranged to have sex with an 11-year-old using his government-owned computer, Navy e-mail address, and government-issued cell-phone.</p> <p>He was arrested by Kansas City Law Enforcement Agents after arriving at the location of the intended crime and paying an undercover law enforcement officer posing as a pimp 80 dollars to have intercourse. The arrest was a part of Operation Guardian Angel, an undercover operation led by the Independence Police Department targeting Kansas City residents who engage in commercial sex acts with children. No children were actually involved in this case.</p> <p>Sources:</p> <ul style="list-style-type: none">• http://www.fbi.gov/kansascity/press-releases/2009/kc071509.htm• U.S.A. v. Childers, 4:2009-mj-00079 http://tinyurl.com/nko8z76



#	Title	Description
2.	Sex Trafficking in Fort Hood, Texas: Fort Hood soldier accused of leading and participating in prostitution ring	<p>In 2014, a United States Army soldier was charged with recruiting young female soldiers for a prostitution ring at Fort Hood. According to a female soldier, he forced her into a prostitution ring, took pictures of her nude to distribute to potential clients, and made her engage in sexual acts. At the time of the accusation, the alleged perpetrator was a representative for the Sexual Harassment/Assault Response and Prevention Program for his battalion. He is charged with pandering, conspiracy, adultery, and sexual assault. The Army has also suspended him from all duties while the case is being investigated. One client, a Master Sergeant, has already been found guilty of soliciting prostitution and demoted.</p> <p>Sources:</p> <ul style="list-style-type: none">• http://www.cbsnews.com/news/fort-hood-sergeant-accused-of-leading-prostitution-ring-with-cash-strapped-female-soldiers/• http://www.forthoodpresscenter.com/go/doc/3439/1995290/ (Official Army Press Release)
3.	Sex Trafficking in Tampa, Florida: Third senior U.S. Navy Official charged with accepting prostitutes, luxury travel and \$100,000 cash from a foreign defense contractor in exchange for classified and internal U.S. Navy information	<p>In 2013, a United States Navy official was charged with providing classified U.S. Navy information to a foreign defense contractor in exchange for prostitutes, luxury travel expenses, and \$100,000 cash. He was arrested in Tampa, Florida and appeared in a federal court in the Middle District of Florida shortly after.</p> <p>According to the allegations, the official provided the foreign defense contractor with sensitive internal Navy information, and made recommendations to the U.S. Navy to benefit the contractor. The official and contractor allegedly used email and social media to exchange this information and to communicate the official's rewards.</p> <p>The Naval Criminal Investigative Service, the Defense Criminal Investigative Service, the Defense Contract Audit Agency, and the Drug Enforcement Administration are investigating these allegations.</p> <p>Sources:</p> <ul style="list-style-type: none">• http://www.justice.gov/opa/pr/2013/November/13-crm-1189.html• http://abcnews.go.com/Blotter/massive-navy-bribery-hooker-scandal-grows-officer-charged/story?id=20809942• U.S.A. v. Francis, 3:13-mj-03456-KSC http://tinyurl.com/oeef86p
4.	Sex Trafficking in Fort Meade, Maryland: U.S. Army soldier convicted of	<p>In 2009, a United States Army soldier was convicted of sex trafficking by force, sex trafficking of a minor, and various other prostitution and drug offenses and sentenced to 210</p>



#	Title	Description
	sex trafficking by force, sex trafficking of a minor, and various other prostitution and drug offenses	<p>months (17 years) in prison. The soldier lured over 12 women and a minor from several states to Maryland where he and his associates operated a sex trafficking ring out of his apartment. Several of the women and the 16 year-old were compelled into prostitution by means of physical violence and threats of violence.</p> <p>Sources:</p> <ul style="list-style-type: none"> • http://www.ice.gov/news/releases/0909/090929baltimore.htm • U.S.A. v. Corey et al, No. 09-cr-00512 http://tinyurl.com/mxsom9y
5.	Sex Trafficking in Lemoore, California: U.S. Aviation Ordnanceman charged with sex trafficking of a minor	<p>In 2013, a United States Aviation Ordnanceman was charged with sex trafficking of a minor and sentenced to 10 years in prison. The ordnanceman recruited a 17-year old female using a social networking site to engage in commercial sex acts. He was arrested in May 2013 and pled guilty to the child sex trafficking charge in January 2014.</p> <p>Sources:</p> <ul style="list-style-type: none"> • http://www.justice.gov/usao/cae/news/docs/2014/2014_03/03-17-14Benavidez.html • U.S.A. v. Benavidez, 1:13-cr-00211 http://tinyurl.com/khkwra
6.	Sex Trafficking in Cambodia: Captain engaged in illicit sexual conduct with girls ranging from nine to 12 years of age	<p>A United States Marine Corps (USMC) Captain (ret.) was convicted in 2008 of traveling to Cambodia and engaging in illicit sexual conduct with girls ranging from 9 – 12 years of age. He faces 210 years in prison after drugging, beating, abusing, and raping the girls over an extended period of time. The ex-marine was prosecuted under the PROTECT Act, which targets child sex tourism.</p> <p>Sources:</p> <ul style="list-style-type: none"> • DoD CTIP General Awareness Training • http://www.ice.gov/news/releases/1402/140228losangeles.htm U.S.A. v. Pepe, 2:07-cr-00168-DSF http://tinyurl.com/p2npczy
7.	Sex Trafficking in Bosnia and Herzegovina: Employees of a U.S. military contractor purchased young women, and committed violence against women in Bosnia and Herzegovina	<p>According to allegations, employees of a United States military contractor purchased young women, transported trafficked women, and committed violence against women in Bosnia and Herzegovina in the late 1990s. An investigation by a military criminal investigator determined that several employees purchased women and girls, including a 12-year-old child, from local brothels and had them live in their residence for sexual and domestic (i.e., house cleaning) purposes. The military criminal investigator referred the investigation to local authorities; however, local</p>



#	Title	Description
		<p>authorities noted they had no jurisdiction over the perpetrators since they were not Bosnian citizens. Of the eight contractors named in the investigation, five were sent back to the United States; none faced charges. Since then, United States human trafficking law has changed; consequently, this case would most likely have a different outcome had it occurred today.</p> <p>Source:</p> <ul style="list-style-type: none">• Mendelson, S. E., (2005) <i>Barracks and Brothels: Peace Keepers and Human Trafficking in the Balkans</i>. Washington, D.C.: The Center for Strategic and International Studies.• http://csis.org/files/media/csis/pubs/0502_barracksbrothels.pdf
8.	Sex Trafficking Operation in Asian Country: U.S. military service members guarded bars and brothels that allegedly sold women in an Asian country	<p>In 2002, an alleged trafficking operation held several women in brothels patronized by United States service members stationed in an Asian country. Video captured United States Army Military Police on courtesy patrol outside bars and brothels. The courtesy patrol said it was their job to guard the brothels and added “all these bar owners buy girls at auction. These girls have to earn however much money it takes to get their passports back.” The courtesy patrol also told the reporter that the girls did not make money (i.e., all the money went to the brothel owner) and were not allowed to possess their own passports. The taped interview and report indicate that at least some United States military personnel knew there were situations of sex slavery occurring. In response, the command has placed many establishments off-limits, and implemented an extensive trafficking in persons training program. Now this command trains 100% of its personnel and is referred to other commands for its best practices.</p> <p>Source:</p> <ul style="list-style-type: none">• Mendelson, S. E., (2005) <i>Barracks and Brothels: Peace Keepers and Human Trafficking in the Balkans</i>. Washington, D.C.: The Center for Strategic and International Studies.• http://csis.org/files/media/csis/pubs/0502_barracksbrothels.pdf
9.	Sex Trafficking of a minor by a U.S. Navy officer	<p>An investigation was initiated after a tip from law enforcement indicated a U.S. Navy Petty Officer Second Class possessed child pornography and had used the Internet to solicit children to engage in sex acts. The investigation surfaced evidence that confirmed both allegations.</p> <p>As part of a pre-trial agreement (PTA), the Petty Officer entered a plea of guilty at a General Court Martial to</p>



#	Title	Description
		<p>violating Articles 92 (Failure to Obey Rule or Regulation) and 134 (Attempting to Obtain a Minor for the Purpose of a Commercial Sex Act) of the Uniform Code of Military Justice (UCMJ). He was awarded a dishonorable discharge from Navy, confined for 12-years (reduced to 54-months per the PTA), reduced in rank to E-1, and forfeited all pay and allowances were forfeited. Upon release from confinement, he will be required to register as a sex offender.</p> <p>Source: Department of Navy Submission for CTIP Attorney General Fiscal Year 14 Report</p>
10.	Sex Trafficking in California: Sex trafficking of a minor by a U.S. Navy officer	<p>The Naval Criminal Investigative Service (NCIS), Homeland Security Investigations, and Porterville (CA) Police Department initiated a joint investigation following a report that a U.S. Navy Petty Officer Second Class was pandering a juvenile female to fellow Navy members. The investigation confirmed the Petty Officer engaged in sexual acts with the 17-year old victim himself, pimped her to six fellow Navy members, and video recorded her during sex acts.</p> <p>The Petty Officer who pandered the victim pled guilty at a trial in the Eastern District of California to five counts of Pimping a Minor, one count of Possession of Child Pornography, one count of Use of a Minor for Commercial Sex Acts, two counts of Unlawful Sexual Intercourse with a Minor, and one count of Possession of Marijuana for sale. He was sentenced to 10 years in prison and fined \$10,000.</p> <p>The six Navy members to whom the minor was pimped were found guilty of specifications of UCMJ Article 134, such as Adultery, Patronizing a Prostitute, and Pandering and Prostitution, and were sentenced to restrictions, forfeitures of pay, and reductions in rank to the next inferior grade.</p> <p>Source: Department of Navy Submission for CTIP Attorney General Fiscal Year 14 Report</p>
11.	Sex Trafficking in Hawaii: Sex trafficking of a minor by a U.S. Navy officer	<p>The Naval Criminal Investigative Service (NCIS), Federal Bureau of Investigation (FBI), and Honolulu (HI) Police Department initiated a joint investigation after a 16-year old female reported that a U.S. Navy Petty Officer Second Class had pimped her for money, provided her alcohol, and raped her.</p> <p>The Petty Officer received an Administrative Discharge from the Navy under Other than Honorable conditions. He is currently pending charges by the state of Hawaii for sexual assault, promoting prostitution, and assault.</p> <p>Source: Department of Navy Submission for CTIP Attorney</p>



#	Title	Description
		General Fiscal Year 14 Report
12.	Sex Trafficking in the Southern US: Sex trafficking of a minor by a U.S. Navy officer	<p>An investigation was initiated following two anonymous tips that a U.S. Navy Petty Officer Third Class was engaged in the interstate pandering of a 17-year old female victim. The Petty Officer transported the victim to Georgia, North Carolina, and Virginia to engage in prostitution. When interviewed, the victim admitted engaging in prostitution at the behest of the Petty Officer and giving him the money. The Petty Officer admitted his role in the interstate prostitution scheme. He was administratively separated from the U.S. Navy under Other-Than-Honorable conditions. He pled guilty in U.S. District Court for the Eastern District of Virginia to one count of violation of 18 USC 1952(a)(3) (Interstate and Foreign travel or transportation in aid of racketeering enterprises) and was sentenced to five years confinement in the Federal penitentiary and three years of supervised release. Upon his release from prison, he must register as a sex offender.</p> <p>Source: Department of Navy Submission for CTIP Attorney General Fiscal Year 14 Report</p>
13.	Sex Trafficking in Washington State: Alleged organized prostitution in an off-base Navy family housing community	<p>The Naval Criminal Investigative Service (NCIS), Bremerton (WA) Police Department, Washington State Patrol, Poulsbo (WA) Police Department, Federal Bureau of Investigation (FBI), Homeland Security Investigations, South Sound Child Exploitation Task Force, and Missing and Exploited Children's Task Force initiated a proactive operation following allegations of ongoing organized prostitution in an off-base Navy family housing community. The undercover operation resulted in the arrests of an adult civilian prostitute and her adult civilian pimp. Both are pending adjudication by the state of Washington.</p> <p>Source: Department of Navy Submission for CTIP Attorney General Fiscal Year 14 Report</p>

General Sex Trafficking Examples

#	Title	Description
1.	Sex Trafficking in California: Gang ran prostitution ring through violence and victim drug addiction	<p>In 2011, thirty-eight members of the Oceanside Crips were charged with conspiracy to prostitute minors and adults, among a variety of other crimes, in southern California. Victims were provided with controlled substances and alcohol to manipulate their loyalty. The gang also used physical abuse and public humiliation to force women to prostitute themselves for the financial gain of the gang.</p>



#	Title	Description
		<p>Sources:</p> <ul style="list-style-type: none"> http://www.fbi.gov/sandiego/press-releases/2011/sd041811.htm U.S.A. v. Traylor et al, 3:11-cr-01448 http://tinyurl.com/q6r6gh8
2.	Sex Trafficking in Missouri: Trafficker compelled 18-year old mentally disabled woman into prostitution and physically abused her with beatings and other forms of torture	<p>An 18 year-old mentally disabled American woman was lured into living with her trafficker with promises that she would be provided care for her disabilities. Instead, the victim was compelled into prostitution and forced to give up her monthly disability checks. The victim was beaten, burned, tortured, tied up in the garage, and constantly threatened with violence.</p> <p>Source: U.S.A. v Bagley et al, 4:10-cr-00244 http://tinyurl.com/m875jdx</p>
3.	Sex Trafficking in New York: Trafficker forced young Mexican women to engage in commercial sex acts after smuggling the women into the United States	<p>Young Mexican women were recruited by a group of conspirators in New York City to perform commercial sex acts. After being illegally smuggled into the United States, the women were threatened with serious physical harm if they failed to meet the expectations of their traffickers. The lead trafficker was sentenced to 20 years in prison and ordered to pay nearly half a million dollars of restitution.</p> <p>Sources:</p> <ul style="list-style-type: none"> http://www.justice.gov/usao/nye/pr/February14/2014Feb7.php U.S.A. v. Sanchez, 1:07-cr-00643 http://tinyurl.com/jwylgju
4.	Sex Trafficking in Connecticut: Trafficker organized prostitution ring that took advantage of girls as young as 12	<p>A sex trafficker lured his victims with promises of modeling contracts and then forced the women and girls to engage in exotic dancing and prostitution. Those victims who failed to turn over all profits to the trafficker were beaten and put into isolation. At least 20 women were victimized, including a 12-year-old girl, before the FBI and local law enforcement uncovered the trafficking ring.</p> <p>Sources:</p> <ul style="list-style-type: none"> http://www.justice.gov/opa/pr/2008/March/08_crt_208.html U.S.A. v Davis et al, 3:07-cr-00011 http://tinyurl.com/kw7qdcx
5.	Sex Trafficking in Virginia: Gang leader recruited young girls at local middle schools, high schools, and homeless shelters	<p>An MS-13 gang leader recruited young girls out of middle schools, high schools, and homeless shelters and forced them to perform sex acts. The gang sought out customers who were in the country illegally as these people were less likely to contact the police. Violence and intimidation techniques were used on victims and customers alike.</p>



#	Title	Description
		<p>Sources:</p> <ul style="list-style-type: none">• http://www.fbi.gov/washingtondc/press-releases/2012/leader-of-ms-13-gang-sentenced-to-50-years-in-prison-for-sex-trafficking-multiple-teens• U.S.A. v. Amaya, 1:11-cr-00556 http://tinyurl.com/nmzmw6f

General Labor Trafficking Examples

#	Title	Description
1.	Labor Trafficking in Florida: Traffickers from Florida forced victims to work as house keeper and childcare provider for little pay in poor living conditions	<p>A married couple from Florida employed two foreign women as housekeepers and childcare providers. Both victims were brought to the United States under false pretenses and the promise of a well-paying job. Instead, the traffickers denied the victims adequate food, shelter, medical care, and neglected to maintain their immigration and employment status. In August 2009, the defendants were found guilty on a variety of counts including failure to pay minimum wage, labor violations, federal trafficking infringement, and breach of contract.</p> <p>Sources:</p> <ul style="list-style-type: none">• http://www.gainesville.com/article/20090810/ARTICLES/908109884• Ramos et al v. Hoyle et al, 1:08-cv-21809 http://tinyurl.com/pa44ycz



#	Title	Description
2.	Labor Trafficking in Denver, Colorado: Farm owners contracted with smugglers to bring victims across the U.S.-Mexico border and forced them to work on their farms in Colorado	<p>In the early 2000's, a group of Colorado farm owners contracted smugglers to bring five Mexican nationals to work on their farms. After arriving in Colorado, the victims were told they owed their employers \$1,300 for their transportation costs and were forced to live in a small, insect-infected compound without drinkable water. The victims worked days longer than 16 hours, six to seven days a week, and much of their pay was deducted for their living costs.</p> <p>The victims escaped in 2005 and filed complaints against their traffickers. In 2009, the court ruled in the victims' favor and ordered the defendants to pay the victims \$7,872,310.98. The plaintiffs used the Trafficking Victims Protection Act, the Racketeer Influenced and Corrupt Organizations Act (RICO), the Fair Labor Standards Act, and the Migrant and Seasonal Workers Protection Act to prosecute the defendants.</p> <p>Sources:</p> <ul style="list-style-type: none"> • http://www.law.umich.edu/CLINICAL/HUTRAFFICASES/Pages/CaseDisp.aspx?caseID=118 • http://www.denverpost.com/news/ci_12387869 John Does I – V, v. Moises Rodriguez et al, 06-cv-00805-LTB http://tinyurl.com/oojda2e

General Sex Trafficking Examples (Victim Stories)

#	Title	Description
1.	Anita's Story: Anita was transported from Nigeria through Ghana to Italy, where she was forced to have sex with more than 25 men a day.	<p>Anita was transported from Nigeria through Ghana to Italy, where she was forced to have sex with more than 25 men a day. If she resisted, her "madam" would beat her with a belt, starve her, and threaten to deport her. Anita would rotate through Turin, Rome, and Milan, enduring mental torture and physical abuse at each base. Anita's traffickers raped her several times, and she underwent several crude abortions. Anita survived, but some of her friends died in the ordeal.</p> <p>Source: U.S. Department of State, <i>Trafficking in Persons Report 2009</i></p>
2.	Svetlana's Story: Svetlana was promised a well-paying job in Istanbul by Turkish men. When she crossed the border with them, her passport and money was	<p>Svetlana was a young woman from Minsk and looking for a job when she came upon some Turkish men who promised her a well-paying job in Istanbul. Once Svetlana crossed the border, her passport and money were taken and she was locked up. Svetlana and another foreign woman were sent to the apartment of two businessmen and forced into</p>



#	Title	Description
	stolen and she was sold into prostitution.	<p>prostitution. In an attempt to escape, she jumped out of a window and fell six stories to the street below. According to Turkish court documents, customers did not take Svetlana to the hospital, but called the traffickers instead. These events led to her death. Svetlana's body lay unclaimed in the morgue for two weeks until Turkish authorities learned her identity and sent her body to Belarus.</p> <p>Source: U.S. Department of State, <i>Trafficking in Persons Report 2005</i></p>

General Labor Trafficking Examples (Victim Stories)

#	Title	Description
1.	Ibrahim's Story: Ibrahim was taken to Cote d'Ivoire and sold to a cocoa farmer who forced him to work long hours doing dangerous and labor intensive work.	<p>Ibrahim, 11, dreamed of buying a bicycle. A man he had known for some time told him that he could work on a cocoa farm and make enough money for a bicycle, radio, clothes, and more. Ibrahim did not suspect the man to be a trafficker. The man took Ibrahim to Cote d'Ivoire and sold him to a cocoa farmer. Ibrahim and other trafficked boys worked long hours doing back-breaking and dangerous work farming cocoa and bananas. The farmer gave them little to eat, beat them severely, and forbade them from leaving the farm. Ibrahim suffered in forced labor for two years before he escaped and returned to Mali.</p> <p>Source: U.S. Department of State, <i>Trafficking in Persons Report 2009</i></p>
2.	Keni's Story: Keni left Indonesia to work as a domestic worker in a Gulf state. Her employer abused her physically and psychologically, and made her work long hours in gruesome living conditions.	<p>Keni, 28, left Indonesia to work as a domestic worker in a Gulf state. The woman who employed Keni allegedly burned her repeatedly with an iron, forced her to ingest feces, abused her psychologically, and applied household cleaners to Keni's open wounds. She poked Keni's tongue with a knife, pried her teeth loose and forced them down her throat, beat her own children when they tried to protest, and threatened to kill Keni if she tried to escape. Keni's employer made her work long hours every day, locked her inside the house, and sent Keni back to Indonesia before she could seek help from the authorities.</p> <p>Source: U.S. Department of State, <i>Trafficking in Persons Report 2009</i></p>

General Child Soldiering Examples (Victim Stories)

#	Title	Description
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#	Title	Description
1.	Mohammad's Story: Muhammad was taken from his village of Amaryat-Al Fallujah by suspected al-Qaeda insurgents to prepare him for a suicide operation.	<p>Mohammad was 10 years old when he was taken from his village of Amaryat-Al Fallujah by suspected al-Qaeda insurgents to prepare him for a suicide operation. The insurgents placed an explosive-rigged vest on Mohammad and instructed him to blow himself up in a crowded market. When a police officer shouted at Mohammad, he panicked and ran away. The officer caught up with him and found the vest. Mohammad provided information that led to the arrest of three of the suspected insurgents.</p> <p>Source: U.S. Department of State, <i>Trafficking in Persons Report 2009</i></p>
2.	Lucien's Story: Lucien and 11 other boys from his school were abducted by members of a militia group forced to submit to their difficult training.	<p>Lucien was studying at school when members of a militia group abducted him and 11 other boys from his school. Those who resisted were beaten. Lucien was stabbed in the stomach and tied up until he submitted to the training. Lucien endured difficult training with some 60 other children, both boys and girls. When the soldiers killed those who tried to escape, they forced Lucien and other children to bury the bodies.</p> <p>Source: U.S. Department of State, <i>Trafficking in Persons Report 2009</i></p>



Training Development Checklist [Section 1.5]

This section lists all of the content requirements you should include in your CTIP training materials including key terms, definitions, concepts, laws, policies and scenarios. It also provides links to each resource where the content requirements are outlined. Per DoDI 2200.01, the CTIP Program Management Office (PMO) is responsible for reviewing CTIP training developed by Components to fulfill the mandatory CTIP training requirement. Components should complete and submit the Training Development Checklist along with storyboards of the training materials to the CTIP PMO for review. The CTIP PMO will review and return materials in 1-3 weeks.

Recommendation: Adhere to the following actions in this document:

- Review each content recommendation in the Training Development Checklist
- Fill-out the Training Development Checklist and ensure each content recommendation in the checklist is incorporated into the CTIP training materials
- Submit the Training Development Checklist to the CTIP PMO along with the training materials.

Learning Objectives

#	Recommendation	Status	Comments
1.	Include the six recommended learning objectives [Section 1.1] Link:		

Key Terms and Definitions

#	Recommendation	Status	Comments
3.	Include the 11 recommended key terms and definitions [Section 1.2] Link:		

TIP Laws, Policies, and Regulations

#	Recommendation	Status	Comments
4.	Include the seven recommended CTIP laws, policies, and regulations [Section 1.3] Link:		



TIP Examples

#	Recommendation	Status	Comments
6.	Include at least one DoD labor trafficking example [Section 1.4] Link:		
7.	Include at least one DoD sex trafficking example [Section 1.4] Link:		
8.	Include at least one general child soldiering example [Section 1.4] Link:		
9.	Include at least one general labor or sex trafficking example [Section 1.4] Link:		

CTIP PMO Training Review and Approval Process

#	Recommendation	Status	Comments
10.	Submit CTIP training materials to the CTIP PMO Link:		

Sign the Training Development Checklist to confirm you have reviewed this section and incorporated the recommendations outlined.

Component Signature: _____ Date: _____



Optional Elements

Additional CTIP Resources [Section 2.1]

Use these additional resources to help guide DoD employees to more information on CTIP. These resources consist of TIP websites and links to TIP laws, policies, regulations, and reports.

Trafficking in Persons Websites

U.S. Government and Non-governmental organization (NGO) Trafficking in Persons Organization/Websites

- Department of Defense Combating Trafficking in Persons Related Links List
<http://ctip.defense.gov/RelatedLinks.aspx>

Trafficking in Persons Resources

1) U.S. Government Resources

- Attorney General Guidelines for Victim and Witness Assistance 2011
http://www.justice.gov/olp/pdf/ag_guidelines2012.pdf
- Office for Victim Crimes Training and Technical Assistance Center Directory
<https://www.ovcttac.gov/TTADirectory/>
- Department of Defense Inspector General (IG) Hotline
<http://www.dodig.mil/hotline/>
- Department of Homeland Security (DHS) Human Trafficking and Smuggling Reports
<http://www.dhs.gov/topic/human-trafficking>
- Department of State Trafficking in Persons Report (2001 – 2014)
<http://www.state.gov/j/tip/rls/tiprpt/index.htm>
- I-914 Application for T Nonimmigrant Status (T Visa)
<http://www.uscis.gov/humanitarian/victims-human-trafficking-other-crimes/victims-human-trafficking-t-nonimmigrant-status>
- Manual for Courts-Martial United States 2012
http://www.loc.gov/rr/frd/Military_Law/CM-manuals.html
- 2014 Amendments to Manual for Courts-Martial United States 2012
<http://www.gpo.gov/fdsys/granule/FR-2014-06-18/2014-14429>
- The White House Presidential Proclamation—National Slavery and Human Trafficking Prevention Month (2013)
<http://www.whitehouse.gov/the-press-office/2012/12/31/presidential-proclamation-national-slavery-and-human-trafficking-prevent>

2) Department of Defense Resources

- DoD Combating Trafficking in Persons U.S. Government Response



<http://ctip.defense.gov/Resources/USGovernmentResponse.aspx>

3) TIP Laws, Regulations, and Policy Resources

- Department of Defense Instruction (DoDI) 2200.01
http://ctip.defense.gov/Portals/12/Documents/TIP_DODI_220001p11.pdf
- Federal Acquisition Regulation (FAR) 22.17
https://acquisition.gov/far/current/html/Subpart%2022_17.html#wp1088114
- Military Extraterritorial Jurisdiction Act (MEJA) 2000
<http://www.justice.gov/jmd/military-extraterritorial-jurisdiction-act-2000-pl-106-523>
- National Defense Authorization Act (NDAA) for Fiscal Year 2013
<http://www.gpo.gov/fdsys/pkg/PLAW-112publ239/html/PLAW-112publ239.htm>
Trafficking in Persons Executive Order 2012
<https://www.whitehouse.gov/the-press-office/2012/09/25/executive-order-strengthening-protections-against-trafficking-persons-fe>
- Trafficking Victims Protection Act (TVPA) 2000
<http://www.state.gov/j/tip/laws/61124.htm>
Trafficking Victims Protection Reauthorization Act (TVPRA) 2003
<http://www.state.gov/j/tip/laws/61130.htm>
- Trafficking Victims Protection Reauthorization Act (TVPRA) 2005
<http://www.state.gov/j/tip/laws/61106.htm>
- Trafficking Victims Protection Reauthorization Act (TVPRA) 2008
<http://www.state.gov/j/tip/laws/113178.htm>
- Trafficking Victims Protection Reauthorization Act (TVPRA) 2013 (Violence Against Women Reauthorization Act 2013, Section 12)
<http://www.gpo.gov/fdsys/pkg/PLAW-113publ4/html/PLAW-113publ4.htm>

Best Practices for Designing and Developing Training [Section 2.2]

This section outlines best practices for designing and developing training material. Components may use it as a high-level introduction to a common instructional design process. It includes a review of the ADDIE Framework and provides practical guidance. Reference this document as needed.

What is the ADDIE Framework?

ADDIE is a widely-used instructional design framework that consists of five phases: Analysis, Design, Development, Implementation, and Evaluation. It is a systematic and consistent process that guides individuals through the process of designing and developing effective training activities.

How does it Work?



The ADDIE Framework functions as a systematic process. Each phase leads to a specific set of outcomes that influence the next phase. Although the model is linear in nature, there is room for flexibility.

Who is Involved in the Implementation of the ADDIE Framework?

There can be several people involved in the ADDIE process including the following:

- *Instructional Systems Designer (ISD)*: ISDs are typically involved in every stage from analyzing training needs, determining the training goals, choosing the overall instructional strategy, selecting the appropriate media to include in the training course and overseeing the development process of the training course. The ISDs develop the training activities to be included in the course and any supplemental course materials. They also define the delivery and evaluation strategies.
- *Subject Matter Expert (SME)*: SMEs contribute the knowledge and content required for a particular course. They work closely with the instructional designers to create learning objectives, course outlines, and course story boards. In instructor-led courses, they can also serve as training facilitators.
- *Media developers (Graphic Artist and Programmer)*: Media developers are responsible for developing media and interactive components, and creating the graphical user interface.
- *Voice Talent*: The voice talent records the narration for the course.
- *Team of Reviewers*:
 - *Technical Reviewer*: The technical reviewer cross-references the course with the style-guide used to develop the course.
 - *Project Manager*: The project manager oversees the entire training project and ensures it is operating according to schedule.
 - *Peer Reviewer*: The peer reviewer typically consists of another instructional designer who reviews the course.

What does each phase of the ADDIE process entail?

Phase	Description
Analysis	<p>During the analysis phase, the instructional designer identifies the learning gaps, course goals, course content, course environment, assessment strategies, evaluation approach, and any constraints that may exist. Instructional designers should be able to answer the following questions at the end of this phase.</p> <ul style="list-style-type: none">• What are the organizational goals?• Who is the target audience?• Who are the stakeholders?• What do learners already know about the topic?• What do learners need to know, feel, or be able to do?• What are the obstacles encountered?• When should the project be completed?• What are the costs associated with the project?• What are the benefits of the project?• What will be the mode of delivery?
Design	<p>During the design phase, the instructional designer determines the</p>



Phase	Description
	<p>learning objectives, look and feel of the course material, outlines the course content, and selects the course media. Instructional designers should be able to answer the following questions at the end of this phase.</p> <ul style="list-style-type: none">• What are the learning objectives for the course?• What content should be included in the course to support the learning objectives?• How will the course be structured?• What is the length of the course?• How will learners' knowledge or skills be assessed?• How will the training be evaluated?• What media (i.e. video, audio, graphics, and animations) should be used in the course?
Development	<p>During the development phase, the instructional designer uses outputs from the design phase to create storyboards, develop course content, and work with graphic artists and programmers to bring the course material to life. This includes designing graphics, animations, and interactive exercises. The voice talent (if audio is included in the course) also records the audio during this phase. Designers should be able to answer the following questions at the end of the development phase.</p> <ul style="list-style-type: none">• Have the training materials been approved for development by the appropriate stakeholders?• Is the design of the training materials consistent with stakeholder requests and the approved outline?• Do the training materials function properly?• Do the training materials operate on the necessary platforms or web-browsers?• Has the course been reviewed by the appropriate parties?• Did members of the target audience pilot the course? Was there feedback considered or incorporated?• Were all supplemental materials completed and reviewed?• Did the key stakeholder provide approval to move forward to the implementation phase?
Implementation	<p>During the implementation phase, the course material is delivered to members of the target audience and/or course facilitators/instructors. Procedures are put in place to help the learner navigate the course to assist the instructor/facilitator in teaching the course. Instructional designers should be able to answer the following questions at the end of this phase:</p> <ul style="list-style-type: none">• What communications were provided to the stakeholders to announce the release of the training materials?• How will the training materials be distributed to members of the target audience?• How does the course need to be packaged for hosting on a specific LMS?• Is the technology infrastructure in place to facilitate the training course (if necessary)?• Are the training facilitators prepared to teach the course (if



Phase	Description
	necessary)? <ul style="list-style-type: none">• Is the venue secured for the training session?• What are the requirements for enrolling in the training course?
Evaluation	<p>The evaluation phase consists of two steps: completing a formative evaluation and a summative evaluation. Formative evaluations occur during each phase of the ADDIE process and help identify how to best modify or improve the course material. Summative evaluations provide opportunities for feedback from the learners. Instructional designers should be able to answer the following questions at the end of this phase.</p> <ul style="list-style-type: none">• How many people completed the training materials?• How did learners rate their satisfaction with the training materials?• How did the training materials impact learners work performance?• What implications for future improvement did the evaluation feedback provide?• How well did the project perform in reference to costs, timelines, scope, stakeholder satisfaction, and project team satisfaction?

References:

- 1) Learning – Theories.com
<http://www.learning-theories.com/addie-model.html>
- 2) Instructional Design Central
http://www.instructionaldesigncentral.com/htm/IDC_instructionaldesignmodels.htm
- 3) Instructional Design
<http://www.instructionaldesign.org/index.html>

Instructor-led Training Templates [Section 2.3]

See attachments “2 3a_Instructor-led_Training_Template.docx” and “2 3b_PowerPointTemplate_SCT_Outline.potx”

Learning Interactions [Section 2.4]

This section provides a list of ideas learning interactions Components may use if they choose to develop web-based training. The interactions provided are examples and are not mandatory to include in course content.

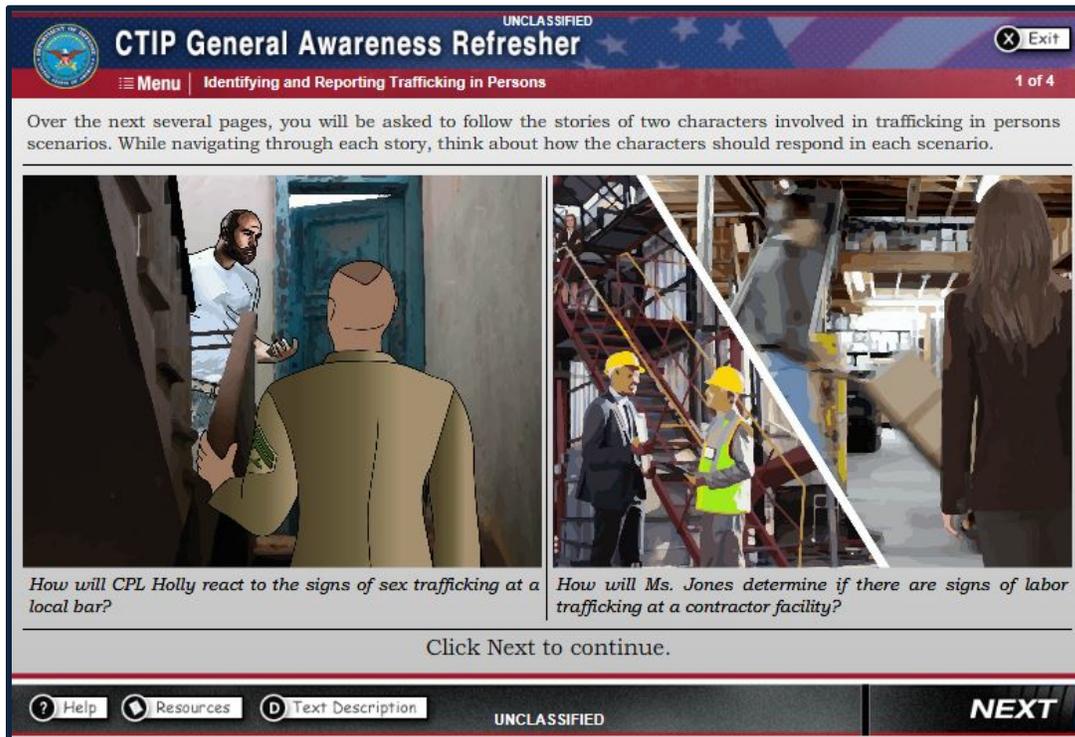
Different Types of eLearning Interactions

1. Story-based Adventure

Story-based Adventures place the learner in a story where he or she is the main character and must solve a problem or complete a task. The setting of the story is a realistic environment that includes the conditions and challenges the learner may encounter in that situation. Have learners obtain information from several sources (e.g. performance support aids, laws, policies, Directives, people, files) and use that information to accomplish their task.



Example: CTIP General Awareness Refresher > Identifying and Reporting Trafficking in Persons > Page 1 of 4

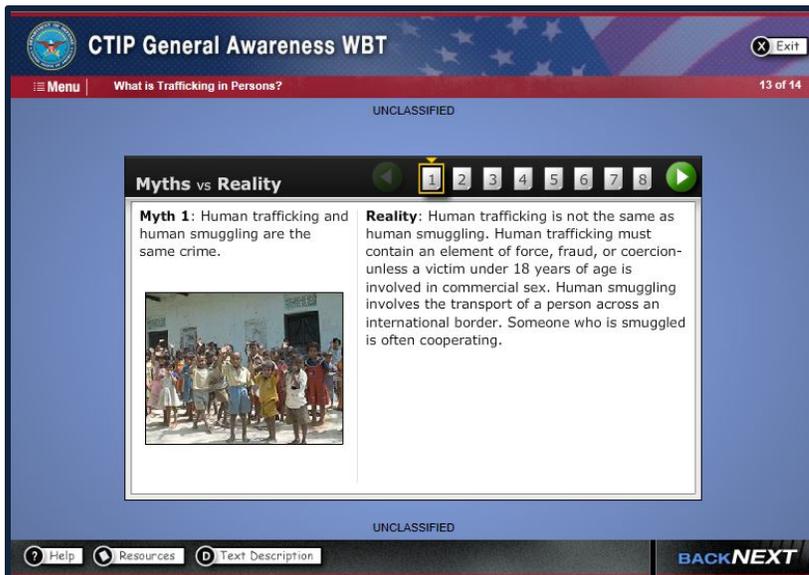


In this example, learners are presented with two trafficking in person scenarios and must think about how the characters in each scenario should respond. In the first scenario, the learner visits a local bar with CPL Holly where there may be signs of sex trafficking. In the second scenario, the learner accompanies Ms. Jones on a site inspection at a contractor facility. Select the image above to view this learning interaction. Follow the file path in the screenshot caption to access the interaction.

2. Myth or Reality

Myth or Reality is a learning interaction where learners are presented with a series of statements and must determine if the statement is a Myth or Reality. Use this interaction to dispel common misconceptions or stereotypes.

Example: DoD CTIP General Awareness Training > What is Trafficking in Persons? > Page 13 of 14



In this learning interaction, the learner is presented with eight common myths about human trafficking and factual information that debunks each of those myths. These myths include generalizations about human smuggling, the use of physical force in human trafficking,

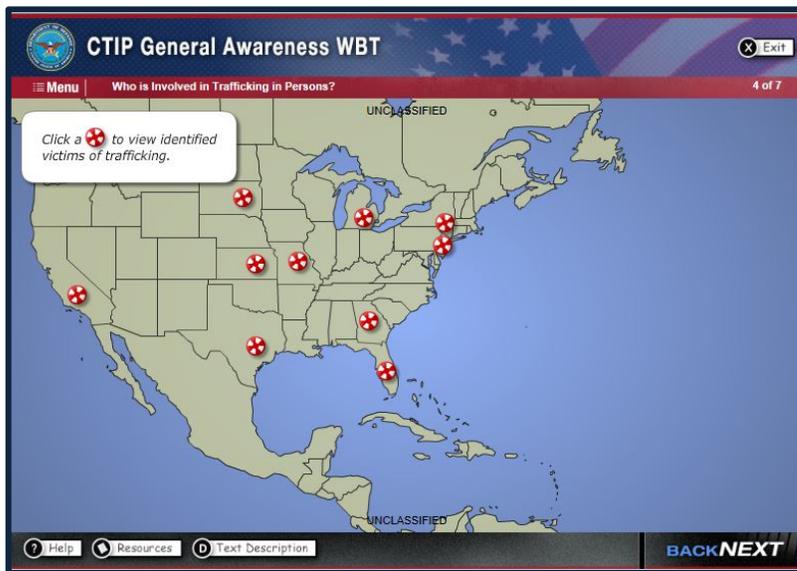


where human trafficking occurs, and more.

3. Interactive Map

An interactive map is a map where learners can select states, countries, or regions to find out information relative to that geographic area.

Example: DoD CTIP General Awareness Training > Who is Involved in Trafficking in Persons? > Page 4 of 7



This interaction consists of an interactive map of the United States where learners can select specific states to view the stories of human trafficking victims.

4. Find the Mismatched/Stand-Out Item

The Mismatched/Stand-Out Item learning interaction presents learners with a group of images or places the learner in an environment related to the learning content. Learners must then choose an item or items for a specific reason.

Example: CTIP Law Enforcement Web-based Training > Indicators > Page 4 of 5



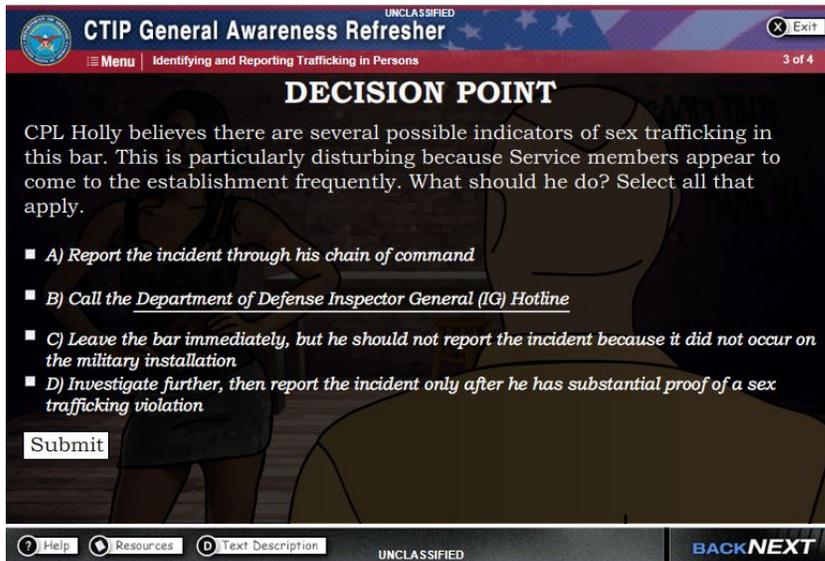
In this scenario, the learner accompanies SSG Braddock to a house party and must help him identify three items that indicate this is a case of human trafficking.

5. Scenario-based Questions



Scenario-based questions present learners with a scenario and allow them to respond through multiple choice options.

Example: DoD CTIP General Awareness Refresher > Identifying and Reporting Trafficking in Persons > Page 3 of 4



The setting of this scenario is a local bar that Service members visit frequently. CPL Holly believes there are indicators of sex trafficking in the bar and must decide what to do next. The learner is presented the scenario and asked to determine next steps.

6. Using an Agent or Character

This type of learning interaction uses a character or agent to help learners progress through the course or a series of activities. Agents can serve as mentors, peers, of superiors. The character should provide some content, give tips and tricks and check learner knowledge periodically.

Example: CTIP Law Enforcement WBT > Introduction > Page 1 of 5



In this interaction, learners are placed in a scenario told through the eyes of Staff Sergeant Braddock, a Military Police Patrol Supervisor; Specialist Lopez, his junior partner, and Special Agent Taylor, the investigator they later call to the scene.

