How to submit information for the 2019 *Trafficking in Persons Report*

This guide shows the main sections of the Request for Information for the 2019 *Trafficking in Persons (TIP) Report* and provides detailed instructions for how to submit a response by the deadline of January 15, 2019. The U.S. Department of State relies on a wide array of sources, including the expertise of the anti-trafficking community, to better understand the trafficking situation on the ground. Submissions must include information relevant to national, state, local, or tribal government efforts related to human trafficking that have occurred since the start of this reporting period (April 1, 2018). You should have direct or other relevant experience related to the information in your submission or provide credible sources.

> This Request seeks to gather information that is critical to ensure the *TIP Report* includes the most comprehensive review of governmental efforts to combat trafficking in persons. The submissions we receive help provide additional perspectives on key areas.

SUMMARY:

The Department of State ("the Department") requests written information to assist in reporting on the degree to which the United States and foreign governments meet the minimum standards for the elimination of trafficking in persons ("minimum standards") that are prescribed by the Trafficking Victims Protection Act ("TVPA"). This information will assist in the preparation of the *Trafficking in Persons Report* ("*TIP Report*") that the Department submits annually to the U.S. Congress on government efforts to meet the minimum standards. Foreign governments that do not meet the minimum standards and are not making significant efforts to do so may be subject to restrictions on nonhumanitarian, nontrade-related foreign assistance from the United States, as defined by the TVPA.

DATES:

Submissions must be received by 5 p.m. on January 15, 2019.

> Submissions must be received by January 15, 2019 at 5:00 pm EST.

ADDRESSES:

> Please send submissions and supporting documentation, such as reports, survey data, or sources referenced in the submission, by email. Provide a point of contact for the submission in case follow-up is needed. The published *TIP Report* will not reference sources.

Written submissions and supporting documentation may be submitted by the following methods:

- *Email (preferred)*: tipreport@state.gov for submissions related to foreign governments and tipreportUS@state.gov for submissions related to the United States.

- *Facsimile (fax)*: 202-453-8562.

- *Mail, Express Delivery, Hand Delivery and Messenger Service*: U.S. Department of State, Office to Monitor and Combat Trafficking in Persons (J/TIP), 2201 C Street NW, SA-09 Suite NE3054, Washington, DC 20520-0903. Please note that materials submitted by mail may be delayed due to security screenings and processing.

> Submissions must focus on governmental efforts, including details about federal/central, state/provincial, or local government efforts since the beginning of this reporting period on April 1, 2018. Please note the tier rankings in the *TIP Report* do not include an assessment of the work done in a particular country by NGOs, international organizations, or the private sector. Submissions may also include recommendations to address areas of governmental efforts that need improvement.

Scope of Interest: The Department requests information relevant to assessing the United States' and foreign governments' efforts to meet the minimum standards for the elimination of trafficking in persons during the reporting period (April 1, 2018-March 31, 2019). The minimum standards are listed in the *Background* section or can be found here. Submissions must include information relevant to efforts to meet the minimum standards and should include, but need not be limited to, answering the questions in the *Information Sought* section. Submissions need not include answers to all the questions; only those questions for which the submitter has direct professional experience should be answered and that experience should be noted. For any critique or deficiency described, please provide a recommendation to remedy it. Note the country or countries that are the focus of the submission.

> Information in the submission should be as specific as possible. All statements and claims in submissions should be supported by primary or secondary sources. Please include copies of sources along with the submission wherever possible. Citations for primary sources should include details on the methodology used for gathering information.

Submissions may include written narratives that answer the questions presented in this Notice, research, studies, statistics, fieldwork, training materials, evaluations, assessments, and other relevant evidence of local, state/provincial, and federal/central government efforts. To the extent possible, precise dates and numbers of officials or citizens affected should be included.

> Submissions can take any form, such as data charts, survey questionnaires, published reports, and written responses. The inclusion of statistics or precise dates, whenever possible, is particularly helpful.

Written narratives providing factual information should provide citations of sources, and copies of and links to the source material should be provided. Please send electronic copies of the entire submission, including source material. If primary sources are used, such as research studies, interviews, direct observations, or other sources of quantitative or qualitative data, provide details on the research or data-gathering methodology and any supporting documentation. The Department does not include in the *TIP Report*, and is therefore not seeking, information on prostitution, migrant smuggling, visa fraud, or child abuse, unless such conduct occurs in the context of trafficking in persons as defined in the TVPA.

SUPPLEMENTARY INFORMATION:

I. Background

The TIP Report: The *TIP Report* is the most comprehensive worldwide report on governments' efforts to combat trafficking in persons. It represents an annually updated, global look at the nature and scope of trafficking in persons and the broad range of government actions to confront and eliminate it. The U.S. government uses the *Report* to engage in diplomacy, to encourage partnership in creating and implementing laws and policies to combat trafficking, and to target resources on prevention, protection, and prosecution programs. Worldwide, the *Report* is used by international organizations, foreign governments, and nongovernmental organizations as a tool to examine where resources are most needed. Prosecuting traffickers, protecting victims, and preventing trafficking are the ultimate goals of the □ *Report* and of the U.S government's anti-trafficking

> Each country narrative in the *TIP Report* focuses on concrete governmental actions organized into three sections: Prosecution, Protection, and Prevention. Each narrative also includes recommendations for the government and an overview of human trafficking in the country and factors affecting vulnerability to trafficking of the country's nationals abroad.

II. Minimum Standards for the Elimination of Trafficking in Persons

The TVPA sets forth the minimum standards for the elimination of trafficking in persons as follows:

> The *TIP Report* assesses governments' efforts to meet the TVPA's minimum standards for the elimination of human trafficking. Submissions should include information that addresses at least one of the minimum standards.

III. Information Sought Relevant to the Minimum Standards

> These questions help break down the TVPA's minimum standards and highlight the areas where information would be helpful in assessing governmental efforts. Submissions do not need to answer all the questions, but rather should only respond to questions where the submitter has direct or other relevant experience.

Submissions should include, but need not be limited to, answers to relevant questions below for which the submitter has direct professional experience. Citations to source material should also be provided. Note the country or countries that are the focus of the submission. Please see the *Scope of Interest* section above for detailed information regarding submission requirements.