



Combatting Trafficking in Persons Awareness Information

US Government Policy

The United States Government has adopted a policy prohibiting trafficking in persons including the trafficking-related activities of this clause. Contractors, contractor employees, and their agents shall not -

1. Engage in severe forms of trafficking in persons during the period of performance of the contract;
2. Procure commercial sex acts during the period of performance of the contract;
3. Use forced labor in the performance of the contract;
4. Destroy, conceal, confiscate, or otherwise deny access by an employee to the employee's identity or immigration documents, such as passports or drivers' licenses, regardless of issuing authority;
5. Use misleading or fraudulent practices during the recruitment of employees or offering of employment, such as failing to disclose, in a format and language understood by the employee or potential employee, basic information or making material misrepresentations during the recruitment of employees regarding the key terms and conditions of employment, including wages and fringe benefits, the location of work, the living conditions, housing and associated costs (if employer or agent provided or arranged), any significant costs to be charged to the employee or potential employee, and, if applicable, the hazardous nature of the work;
6. Use recruiters that do not comply with local labor laws of the country in which the recruiting takes place;
7. Charge employees or potential employees recruitment fees;
8. Fail to provide return transportation or pay for the cost of return transportation upon the end of employment –
 - a. For an employee who is not a national of the country in which the work is taking place and who was brought into that country for the purpose of working on a U.S. Government contract or subcontract (for portions of contracts performed outside the United States); or
 - b. For an employee who is not a United States national and who was brought into the United States for the purpose of working on a U.S. Government contract or



- subcontract, if the payment of such costs is required under existing temporary worker programs or pursuant to a written agreement with the employee (for portions of contracts performed inside the United States); except that –
- c. 8(a) and (b) don't apply to an employee who is legally permitted to remain in the country of employment and who chooses to do so; or is exempted by an authorized official of the contracting agency from the requirement to provide return transportation or pay for the cost of return transportation;
 - d. The requirements of paragraph 8(a) and (b) are modified for a victim of trafficking in persons who is seeking victim services or legal redress in the country of employment, or for a witness in an enforcement action related to trafficking in persons. The contractor shall provide the return transportation or pay the cost of return transportation in a way that does not obstruct the victim services, legal redress, or witness activity. For example, the contractor shall not only offer return transportation to a witness at a time when the witness is still needed to testify. This paragraph does not apply when the exemptions at paragraph 8(c) apply.
 - e. Provide or arrange housing that fails to meet the host country housing and safety standards; or
 - f. If required by law or contract, fail to provide an employment contract, recruitment agreement, or other required work document in writing. Such written work document shall be in a language the employee understands. If the employee must relocate to perform the work, the work document shall be provided to the employee at least five days prior to the employee relocating. The employee's work document shall include, but is not limited to, details about work description, wages, prohibition on charging recruitment fees, work location(s), living accommodations and associated costs, time off, roundtrip transportation arrangements, grievance process, and the content of applicable laws and regulations that prohibit trafficking in persons.

Consequences for Violations

Per UW-Madison's policy, employees, agents, or subcontractors who fail to comply with the policy or relevant federal or state law will be subject to appropriate disciplinary action by UW-Madison including, but not limited to, removal from the contract, termination, or other



disciplinary action pursuant to federal and state contracting regulations. UW-Madison must inform the federal Contracting Officer and Inspector General of any credible information, from any source, that alleges an employee, agent, or subcontractor has engaged in conduct that violates the prohibited actions outlined above.

How to Report

Violations should be reported to:

1. The Office of Human Resources – Workforce Relations
 - a. Email: wr@ohr.wisc.edu
 - b. Phone: (608) 265-2257
 - c. Web: hr.wisc.edu/about/workforce-relations/

Violations can also be reported directly to the U.S. Government by contacting the Global Human Trafficking Hotline at 1-844-888-FREE and/or via email to help@befree.org

Where to locate info

1. [UW-Madison Policy Library](#)
2. [UW-Madison Research and Sponsored Programs in the Office of the Vice Chancellor for Research and Graduate Education](#)
3. [UW-Madison Office of Human Resources](#)
4. [UW-Madison Office of Compliance](#)

UW-Madison's Full Policy

Reporting Resources

If you or someone else is in immediate danger, call 911.

Office of Human Resources-Workforce Relations

UW–Madison Police Department:

Call: 608-264-2677

Email: police@uwupd.wisc.edu

Global Human Trafficking Hotline:



Call: 1-844-888-FREE
Email: help@befree.org

National Human Trafficking Resource Center (NHTRC):
Call: 1-888-373-7888
Text: 233733
Chat: www.humantraffickinghotline.org/chat
TTY: 711
Email: help@humantraffickinghotline.org

[Reporting Form](#)

Related UW–Madison Policies

[UW-301 Mandatory Reporting of Child Abuse and Neglect \(Executive Order 54\)](#)

[UW-146 UW-Madison Policy on Sexual Harassment and Sexual Violence](#)

[UW-403 Institutional Clery Act Compliance](#)

Related UW–Madison Documents, Web Pages, or Other Resources

[International Research Collaborations](#)

External References

[48 C.F.R. § 22.17 – Combating Trafficking in Persons](#)

[48 C.F.R. § 52.222-50 - Combating Trafficking in Persons \(NOV 2021\)](#)

[48 C.F.R. § 52.222-56 – Certification Regarding Trafficking in Persons Compliance Plan](#)

[U.S. Department of Homeland Security Human Trafficking Laws & Regulations](#)

[WI 940.302 - Human trafficking](#)



[Wisconsin Human Trafficking Statutes](#)

[Wisconsin Department of Justice – Human Trafficking](#)

[Wisconsin Anti-Human Trafficking](#)

[UW System Administrative Procedure 304.A Fiscal Misconduct: Reporting and Review Process](#)

To read more about the U.S. government policy applicable to individuals working on grants and cooperative agreements, please review 22 U.S.C. §7104(g) and 2 CFR §175.15. To read more about the U.S. government policy applicable to individuals working on a federal contract, please review 48 CFR 52.222-50.