

## Appendix A: Considerations & Resources

Topic	Considerations	Resources
<b>Immediate Safety</b>	<ul style="list-style-type: none"> <li>• Do not confront perpetrators.</li> <li>• Move the individual to a safe, private location.</li> <li>• Ensure no third parties (especially exploiters) can overhear.</li> <li>• A safe space should include:               <ul style="list-style-type: none"> <li>○ Warmth</li> <li>○ Food and drink</li> <li>○ A change of clothing</li> <li>○ Access to phone and contacts</li> <li>○ Washing facilities</li> </ul> </li> </ul>	<p><a href="#">Modern Slavery Helpline (08000 121 700)</a>  <a href="#">Salvation Army 24-hour support (0800 808 3733)</a>  <a href="#">GLAA Emergency Guidance</a></p>
<b>Safeguarding &amp; Immediate Remediation</b>	<ul style="list-style-type: none"> <li>• If no third-party support is available, consider:               <ul style="list-style-type: none"> <li>○ Advancing wages (to an account the victim controls)</li> <li>○ Food/canteen vouchers</li> <li>○ Temporary hotel accommodation</li> <li>○ Issuing pay by cheque (or cash only as last resort)</li> </ul> </li> <li>• Avoid any actions that could expose the victim to further control or harm</li> </ul>	<p><a href="#">National Referral Mechanism (NRM)</a>  <a href="#">Unseen Survivor Support Map</a></p>
<b>Use of Translators</b>	<ul style="list-style-type: none"> <li>• Use only trained, independent interpreters.</li> <li>• Speak directly to the victim, using the interpreter only to translate.</li> <li>• This builds trust and allows observation of non-verbal cues like body language and tone.</li> </ul>	<p><a href="#">Unseen Modern Slavery NRM Guide</a></p>
<b>Whistleblower Protection</b>	<ul style="list-style-type: none"> <li>• Remove identifying details when documenting whistleblower reports.               <ul style="list-style-type: none"> <li>○ Keep the circle of knowledge small.</li> <li>○ Reassure staff that no retaliation will occur.</li> </ul> </li> <li>• Where possible, use anonymous channels.</li> </ul>	<p><a href="#">National Grid Speak Up Line</a>  <a href="#">Modern Slavery Helpline – anonymous reporting</a></p>

**Documentation & Evidence Gathering**

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**Engaging Support Services**

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**Spotting the Signs**

- Collect and store securely:
  - Application forms
  - Contracts and payslips
  - Contact/emergency details
  - Sickness/absence and disciplinary records
  - CCTV footage (where relevant)
  - Entry/exit logs
  - ID documents
- All evidence should be stored in line with data protection rules.

[Stronger Together Templates & Checklists](#)  
[GLAA Employer Resources](#)

- Know when and how to contact:
  - The police (if there's immediate risk)
  - The Modern Slavery Helpline (for advice and referrals)
  - Local safeguarding boards
  - Relevant NGOs (e.g. Unseen, Hope for Justice)
- Provide emotional and logistical support until help arrives

[Unseen UK](#)  
[Hope for Justice](#)  
[Gangmasters & Labour Abuse Authority](#)  
[\(0800 432 0804\)](#)

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[Spot The Signs - Unseen](#)  
[GLAA Spot the Signs Toolkit](#)

## Appendix B: Information Gathering

Gathering as much information as possible from the first contact with a potential victim can identify the level of risk, who may be involved in the exploitation, and any urgent enquiries or actions that need to be undertaken. The below is a list of suggested questions to help ensure key information is attained. This list is not exhaustive and is intended to be used as guidance. Some may need to be elaborated on, depending on the response from the potential victim.

**The below questions are provided as a guide only and are not exhaustive**

Topic	Purpose	Questions
<b>Recruitment:</b>	<i>Understand how the person entered the job and whether deception or coercion was involved.</i>	<ul style="list-style-type: none"> <li>• How did you hear about the job?</li> <li>• Did you have to pay anyone to get it?</li> <li>• Were you asked to hand over documents?</li> <li>• Was travel or accommodation arranged? What was promised?</li> <li>• Who recruited you? Was an agency involved?</li> </ul>
<b>Work Conditions:</b>	<i>Compare reality with what was promised and look for signs of control or abuse.</i>	<ul style="list-style-type: none"> <li>• Is your job what you expected?</li> <li>• What are your working hours and breaks?</li> <li>• Are you treated fairly by supervisors?</li> <li>• Can you talk freely with colleagues?</li> <li>• Does anyone control your actions at work?</li> </ul>
<b>Pay:</b>	<i>Check whether the person receives and controls their wages.</i>	<ul style="list-style-type: none"> <li>• How much are you paid and how often?</li> <li>• Is this what you were promised?</li> <li>• Do you get a payslip?</li> <li>• Do you have your own bank account and access to it?</li> <li>• Are deductions taken from your pay? By whom?</li> <li>• Do you get holiday or sick pay?</li> </ul>
<b>Accommodation &amp; Food:</b>	<i>Identify signs of debt bondage or control linked to housing or meals.</i>	<ul style="list-style-type: none"> <li>• Who do you live with? Who owns the accommodation?</li> <li>• Do you have your own space and facilities?</li> <li>• How much do you pay and to whom?</li> <li>• Can you leave freely?</li> <li>• Who provides your food? Do you have enough?</li> </ul>

**Travel:**

*Understand how the person gets to work and whether it restricts their freedom.*

- How do you get to work?
- Who arranged the transport?
- Do you have to use it?
- Can you travel independently if you choose to?

**Risk:**

*Assess whether urgent action is needed to protect the individual.*

- Are you afraid for your safety or someone else's?
- Have you been hurt or threatened?
- Is anyone putting pressure on you or your family?
- Do you know others who are also being controlled or harmed?

## Appendix C: Resources and Links

TBC

The below questions are provided as a guide only and are not exhaustive

Source	Guidance	URL Webpage
<b>UN Guiding Principles on Business &amp; Human Rights</b>	<i>Defines how to identify and assess human rights impacts</i>	<a href="#"><u>Guiding Principles on Human Rights</u></a>
<b>ILO Labour Standards</b>	<i>Provides definitions of forced labour, child labour, discrimination, working conditions</i>	<a href="#"><u>International Labour Standards</u></a>
<b>Universal Declaration of Human Rights (UDHR)</b>	<i>Foundation for assessing human rights violations</i>	<a href="#"><u>UDHR Fundamentals of Human Rights</u></a>
<b>OECD Due Diligence Guidance</b>	<i>Defines severity, scale, scope, and prioritisation of human rights impacts</i>	<a href="#"><u>OECD Responsible Business Fundamentals</u></a>
<b>GGLA and Partnered Organisations</b>	<i>Provides links and materials designed to understand and prevent labour exploitation and worker abuse</i>	<a href="#"><u>GGLA Resources</u></a> <a href="#"><u>Modern Slavery Helpline</u></a>