**Hotel Human Trafficking Awareness and Prevention Policy**

**Scope:**

This policy applies to all employees, management, contractors, and third-party vendors working within or associated with the hotel.

**Policy Statement:**

Human trafficking is a grave violation of human rights and a serious crime. The hotel is dedicated to preventing human trafficking, detecting potential trafficking situations, and responding swiftly to any suspected trafficking activities. We aim to create an environment where all individuals are respected and protected from exploitation.

**Key Elements of the Policy:**

 1. **Employee Training and Awareness:**

* All employees (front desk staff, housekeeping, security, and management) will receive mandatory training on identifying signs of human trafficking, appropriate response protocols, and reporting procedures. [Keep Kids Safe Training - Hospitality Saskatchewan](https://www.trainingtodo.com/secure/hospitality-saskatchewan/)
* Regular refresher training will be provided to ensure all staff remain vigilant and informed about evolving trafficking tactics.
* Training materials will cover signs of trafficking in both guests and staff, how to respond to suspicious behaviors, and the legal obligations related to reporting suspected trafficking.

 2. **Reporting and Response Protocol:**

* All staff members are required to report any suspicions of human trafficking immediately to hotel management.
* In case of an urgent or immediate threat, employees should contact local law enforcement or emergency services.
* Should a victim appear to be under the age of 18 staff will call 911 immediately
* The hotel will cooperate fully with law enforcement authorities in any investigations or actions related to human trafficking.
* Employees should document any interactions, observations, or unusual occurrences that may be relevant to the suspected case of trafficking.

 3. **Confidentiality and Protection of Whistleblowers:**

* Employees who report suspected trafficking will be protected from retaliation. Any act of retaliation, including intimidation, discrimination, or harassment, will result in disciplinary action.
* The identity of individuals reporting suspected trafficking cases will be kept confidential to the greatest extent possible, and any personal information related to the investigation will be safeguarded.

 4. **Guest Interaction and Safe Environment:**

* The hotel will maintain a zero-tolerance policy for human trafficking activities, including illegal sex work, forced labor, and other forms of exploitation.
* Guests who are identified as being victims of trafficking will be provided with appropriate support, including assistance in contacting law enforcement or organizations dedicated to victim recovery.
* If a trafficking situation is confirmed, the hotel will take immediate steps to support the victim(s), remove any offenders from the premises, and cooperate with law enforcement agencies.

 5. **Partnerships and Community Engagement:**

* The hotel will engage with local organizations, non-profits, and law enforcement agencies that specialize in combatting human trafficking to stay informed about best practices, prevention strategies, and available resources for victims.

 6. **Policy Review and Updates:**

* This policy will be reviewed annually and updated as needed to reflect new legal requirements, changes in best practices, and feedback from employees, law enforcement, and advocacy groups.
* Any significant changes to the policy will be communicated to all staff, and additional training will be provided as necessary.