

MONTHLY RETURN OF HUMAN TRAFFICKING OFFENSES KNOWN TO LAW ENFORCEMENT

This form is authorized by PL 110-457 (HR 7311), the *William Wilberforce Trafficking Victims Protection Reauthorization Act of 2008*. Even though you are not required to respond, your cooperation in completing this form to report all monthly incidents of human trafficking will assist the FBI in compiling timely, comprehensive, and accurate data. Please submit this form and any questions to the FBI, Criminal Justice Information Services Division, Attention: Uniform Crime Reports/Module E-3, 1000 Custer Hollow Road, Clarksburg, West Virginia 26306; telephone 304-625-4830, facsimile 304-625-3566. Under the Paperwork Reduction Act, you are not required to complete this form unless it contains a valid OMB control number. This form takes approximately 5 minutes to complete. Instructions for preparing this form appear below.

Administrative Information

ORI	Month and Year	Name and Title of Preparer
Name of Agency		Telephone Number and E-mail Address of Preparer

HUMAN TRAFFICKING OFFENSES

	1 Human Trafficking Classification	2 Offenses Reported	3 Unfounded, i.e., False or Baseless Complaints	4 Number of Actual Offenses (Column 2 Minus Column 3) (Include attempts)	5 Total Offenses Cleared by Arrest or Exceptional Means	6 Number of Clearances Involving Only Persons Under 18 Years of Age
A.	Commercial Sex Acts					
B.	Involuntary Servitude					
GRAND TOTAL						

Situations: **A - Commercial Sex Acts:** Inducing a person by force, fraud, or coercion to participate in commercial sex acts, or in which the person induced to perform such act(s) has not attained 18 years of age.

B - Involuntary Servitude: The obtaining of a person(s) through recruitment, harboring, transportation, or provision, and subjecting such persons by force, fraud, or coercion into involuntary servitude, peonage, debt bondage, or slavery. (not to include commercial sex acts)

INSTRUCTIONS FOR PREPARING *HUMAN TRAFFICKING REPORT*

1. The classifications listed on the *Human Trafficking Report* which occur during the month should be scored whether they become known to the police as the result of:

- a. Citizens' complaints.
- b. Reports of police officers.
- c. "On view" (pick-up) arrests.
- d. Citizens' complaints to sheriff, prosecutor, county police, private detectives, constables, etc.
- e. Any other means.

2. The two classifications listed in Column 1 make up the Human Trafficking offenses of the Uniform Crime Reporting (UCR) Program. Follow the instructions for classifying and scoring as presented in the *UCR Handbook*. This crime is always reported, even in multiple-offense situations.

Human Trafficking offenses committed by juveniles should be classified in the same manner as those committed by adults even though the juvenile may be handled by juvenile authorities.

3. Adjustments should be made on this month's return for Human Trafficking offenses omitted or scored inaccurately on returns of preceding months or those now determined to be unfounded. Human Trafficking offenses that occurred in a previous month but only became known to you this month should be scored this month.

4. Consider all spaces for each classification of Human Trafficking in Columns 2, 3, 4, 5, and 6. Do not enter zeroes where no count exists.

5. Attempts of Human Trafficking are to be scored on this form.

6. **Column 2:** Enter opposite the proper classification the total number of such offenses reported or known through any means. "Unfounded" complaints are included. Attempts are included.

7. **Column 3:** Enter the number of complaints which were proven to be "unfounded" by police investigation. An "unfounded" offense is one in which a complaint was received, but upon investigation, proves either to be baseless or not to have actually occurred. Remember that clearance of an offense does not unfind a complaint.

8. **Column 4:** Number of actual Human Trafficking offenses. This number is obtained by subtracting the number in Column 3 from that in Column 2.

9. **Column 5:** Enter the total number of Human Trafficking offenses cleared during the month. This total includes the clearances which you record in Column 6. An offense is cleared when one or more persons are charged and turned over for prosecution for that offense. Clearance totals also include exceptional clearances which are explained in the *UCR Handbook*.

10. **Column 6:** Enter here the number of Human Trafficking offenses which are cleared through the arrest, releasing to parents, or other handling of persons under the age of 18. In those situations where an offense is cleared through the involvement of both an adult and a person under 18 years of age, count the clearance only in Column 5.

11. The Grand Totals for Columns 2, 3, 4, 5, and 6 are the totals of each of the two classifications.

12. This *Human Trafficking Report* should be forwarded to the FBI Uniform Crime Reports even though no offenses of this type listed were committed during the month.

13. Any inquiry regarding the completion of this form and the classification and scoring of this offense, contact the UCR Program at the address listed below.

FBI, Criminal Justice Information Services Division,
Attention: Uniform Crime Reports/Module E-3, 1000 Custer Hollow Road, Clarksburg, West Virginia 26306;
telephone 304-625-4830, facsimile 304-625-3566.