



PROPOSAL OF ADMITTANCE TO THE ASSISTANCE SYSTEM FOR VICTIMS OF HUMAN TRAFFICKING

You can contact the Assistance system employees by phone – in matters requiring attention urgently, do so before submitting the form. (Tel. +358 29 546 3177)

PERSON TO BE ADMITTED INTO THE ASSISTANCE SYSTEM

Name		
Contact information		
UMA customer ID (if available)		
Date of birth		
Residence permit or status of the asylum application pro- cess (in Finland)		
Representative/lawyer (name, office)		
Native language/dialect		
Can the person read/write?		
Other service languages (describe the level of compe- tence)		
Children (living in Finland)	Name	Date of birth



PERSON SUBMITTING THE PROPOSAL

Name

Contact information

Write below all possible information about why you believe that the person has become a victim of human trafficking. Write the victim's story down in as much detail as possible, but do not interrogate. Do not pressure the person to delve deep into traumatic experiences.

In addition to listening to the person's own account, ask the following questions, if appropriate:

- Did you have to do something that you did not want to? What was it?
- What would have happened if you had withdrawn from the situation?
- Do you remember when the abuse began and ended (if it has ended)? If so, when was it?



What kind of assistance does the person need? Is the person's safety at risk in Finland?

Other relevant information, such as a statement by a doctor, can be attached.

Mail/fax the proposal
to the assistance system.
Attachment: consent

ASSISTANCE SYSTEM FOR VICTIMS OF HUMAN TRAFFICKING
Joutseno Reception Centre
Läykäntie 53
FI-54190 Konnunsuo
Fax: +358 29 541 1799

CONSENT FOR SEEKING ADMITTANCE INTO THE ASSISTANCE SYSTEM FOR VICTIMS OF HUMAN TRAFFICKING

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The Assistance system helps victims of human trafficking, their underage children living in Finland, and people that need special assistance during the investigation of a crime related to human trafficking. The assistance is provided as per the Finnish laws, which specify what kind of help can be offered. Employees will help me evaluate what kind of assistance is available and necessary in my case. It can include:

- guidance and counselling
- social and health care services
- interpreting and translating services
- safe housing
- social assistance or reception allowance
- help with safe return if I wish to go back to my home country
- legal aid and advice,¹ as specified in the law
- finding of the parent or another actual guardian of a child victim without a guardian

I can leave the Assistance system at any time, and no services or support actions will be given to me against my will. I can give feedback on the services I have received, or on their organisation.

The Assistance system employees are sworn to secrecy. This means that information about me will not be given to other authorities without my consent, except under circumstances specified in the law, and my situation will not be discussed with outsiders.

The provision of assistance through the system will cease when there is no longer need for it or if it is determined that I am not a victim of human trafficking or in need of special assistance during the investigation of a crime related to human trafficking.

The Assistance system does not inform the police about me becoming a customer at the Assistance system. Being accepted as a customer of the Assistance system is not dependent on my willingness to co-operate with the police. I do not have to report the trafficking crime to the police. The Assistance system will help and support me in reporting the crime, if I choose to do so.

However if after a reasonable time of receiving assistance, I am not willing to report the crime to the police, it *may in some cases* have an effect on how long I am able to receive assistance. Reporting the crime is also the only way I can demand compensation for the suffering the crime has caused me. It's also important for trying to redeem any possible salaries that have been unpaid to me.

The Assistance system helps and supports me when I am in contact with other authorities. In matters regarding my protection, the Assistance system collaborates with the police.

RECOVERY PERIOD

If I am in Finland illegally, the Assistance system can legalise my stay in Finland for 1 - 6 months. The Assistance system informs the police that a recovery period has been granted to me, and about the duration of the recovery period. The notification made to the police does not include other information about me.

¹ Criminal Procedure Act (689/1997) and Legal Aid Act (257/2002)



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I have been told that the Assistance system can request necessary information regarding me from other authorities. My information is stored in the Assistance system's customer records, and I have the right to know what information regarding me the records contain. The Assistance system will not provide information regarding me or my status as a customer to authorities in my homeland (applies to foreign citizens).

I have been explained in the _____ language what proposing admittance into the Assistance system means. I give my consent for proposing that I be admitted to the Assistance system for victims of human trafficking. The person proposing admittance is allowed to give information to the Assistance system about my case, where it relates to the possible human trafficking crime.

Signature: _____

Name in block letters: _____

Place, date, name of the person obtaining the consent, and signature:



INSTRUCTIONS:

The Assistance system for victims of human trafficking operates on the basis of *the Act on the Reception of Persons Seeking International Protection and Identifying and Helping Trafficking Victims*.

Operators in the public, private or third sector can submit to the Assistance system a proposal on admitting into the system a person assumed to be a victim of human trafficking. Such persons can also apply to the Assistance system themselves.

Information about human trafficking and the Assistance system for victims of human trafficking is also available online at <http://www.ihmiskauppa.fi/en>.

If you need further information or instructions before submitting a proposal, call an Assistance system employee on +358 2 63177 63177.

The proposal can be submitted using this form, or in a free format. Mail or fax the written proposal to the Assistance system. If the need for assistance is specific or urgent by nature, call an assistance system employee on +358 2 63177 63177. In *emergencies*, contact emergency services or the police (112).

The Assistance system can be in touch with the victim and his/her guardian/trustee/representative and, if necessary, arrange a meeting in order to obtain further information. To support decision-making, the Assistance system can request the documents needed directly from the police.

The threshold for admittance into the Assistance system is low. **The person proposing admittance does not have to be sure of human trafficking.** A person who *may* have fallen victim to human trafficking and needs help can be admitted into the Assistance system. At the same time, his/her underage children residing in Finland can also be admitted into the system.

The person has to consent to proposing that he/she be admitted into the Assistance system. For minors, consent will be obtained from their guardian or another person exercising the right to speak on behalf of the underage person (such as a representative). When consent is requested, the details on the consent form shall be discussed with the person.

Grounds for why a person should be admitted into the Assistance system, i.e. why the person is suspected to be a victim of human trafficking, should be written in the proposal. In the proposal, give a clear account of the events that led to the suspicion of human trafficking. As a rule, the proposal should always be submitted in writing. However, in urgent cases, a person can be provided assistance without a written proposal.

To make sure that the Assistance system has all the information it needs, complete the proposal form as clearly and carefully as possible.

The decision on admittance into the Assistance system is granted in writing. In urgent cases, assistance can be provided immediately.