

5 key words:

Chetumal  
Human  
Trafficking  
AIDS  
Work Plan

This report was made possible through support provided by the US Agency for International Development, under the terms of Contract Number **GHH-1-00-07-00068-01**. The opinions expressed herein are those of the author(s) and do not necessarily reflect the views of the US Agency for International Development.

## CLM Trip Report Template

### Process for completing trip report

1. This **trip report** must be completed by the traveler and distributed to the supervisor, relevant team leader, project manager and AdCo within 10 business days of the traveler's return to their home office.
2. The traveler will schedule a **debriefing** with their project manager and, if appropriate, the project team within 10 business days of their return to their home office. This meeting will highlight content for the trip report. If the traveler is a project manager, they will meet with the project team. The appropriate Team Leader can serve as a resource to determine who else should be present at the debriefing.
3. Trip reports and addenda should be saved with the relevant TDY documents in sub-project eRoom.
4. Completion of the trip report and scheduling debriefings is the responsibility of the traveler.
5. In the event a trip report needs to be filed with USAID mission, the traveler must have the report **reviewed by the appropriate Team Leader first**, when possible, and project manager before sending the report to USAID mission.
6. When the entire template is completed, email the report along with all relevant documents to the relevant Program Manager, Team Leader, and AdCo. AdCo will determine if trip report and which documents should be sent to **Institutional Memory**.
7. Save this report using the following naming protocol: sub-project name\_ traveler's name\_ destination\_program year\_departure month (i.e. Global Fund-Stash- Pakistan -2006-6).

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### 1. Scope of Work:

Destination and Client(s)/ Partner(s)	Quintana Roo University, Chetumal, Mexico
Traveler(s) Name, Role	Yadira Almodóvar-Díaz, Senior Program Officer
Date of travel on Trip	September 14-19, 2009
Purpose of trip	To attend the <i>Human Trafficking and HIV within a Context of Migration, Multiculturalism, and Borders Conference</i> (La Trata Humana y el VIH en un Contexto Migratorio, Multicultural y de Fronteras) and discuss USAID input to the revised work plan.
Objectives/Activities/ Deliverables	<ul style="list-style-type: none"> <li>• To attend and contribute to the discussion regarding human/sexual trafficking and HIV during the conference.</li> <li>• To meet with USAID/Guatemala to discuss activities related to sexual trafficking and HIV in Petén and Izabal.</li> <li>• To meet with representatives from local NGOs, government officials and academics working on the fields of human trafficking, migration, and HIV to learn about what they are currently doing and identify ways to collaborate.</li> <li>• To begin the review/update of the work plan to be submitted to USAID/Guatemala.</li> </ul>
Background/Context, if appropriate.	<p><b>Background:</b> For USAID/Guatemala and the U.S. Department of State, human trafficking is a high priority and major concern in the region. Given that Guatemala, Honduras, El Salvador, and Mexico form what some call the “human trafficking corridor,” local and international agencies have seen an increase in illegal activities related to sexual exploitation and migration, which is part of human trafficking.</p>

**2. Major Trip Accomplishments:** Should include the major programmatic goals realized, relevant metrics, and stories of impact from the trip.

#### **Conference:**

USAID/Guatemala requested that a conference be organized to discuss factors associated with human trafficking and its implications to HIV/AIDS in Guatemala and Central America in general. As a result and through the efforts of two local MSH consultants and universities from Mexico, Guatemala and Honduras, the *Human Trafficking and HIV within a Context of Migration, Multiculturalism, and Borders Conference* was held at Quintana Roo University in Chetumal, MX on September 15-19, 2009. Twenty-six people representing local NGOs, government agencies, and academic institutions participated in this event.

The conference began with a presentation of a literature review conducted by students of the University of San Carlos, with the support of USAID/Guatemala and AIDSTAR-Two. This was followed by a series of small group discussions to build consensus regarding:

- The root causes or drivers of human and sexual trafficking;
- The relationship between sexual trafficking and HIV transmission in the region;
- The identification of resources and needs from participating organizations to address issues related to sexual trafficking and HIV in their community;
- The identification of priority activities to prevent HIV transmission in a sexual trafficking context.

At the end of the conference, each small group presented their list of resources, priorities and needs, which were documented. As part of this discussion, each group expressed their interest and commitment to work together to

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address the needs of victims of human trafficking in their community.

### ***Research on Sexual Trafficking and HIV***

During the last day of the conference, Fidel Arevalo, USAID/Guatemala Activity Manager, Eugenia Monterroso, AIDSTAR-Two COP in Guatemala, Yadira Almodovar-Diaz, AIDSTAR-Two Senior Program Officer and Edgar Cajas, AIDSTAR-Two Consultant discussed the priorities the Guatemalan Mission has identified in the field of human trafficking. Those priorities include:

- 1) A research project to develop a profile of trafficking victims (e.g., their origins and destination, level of education, the routes used by trafficking networks, the type of clients that generate the demand, etc.)
- 2) A research project to document models identified in the literature and in the field to approach victims of trafficking (e.g., how to identify them, referral to existing services).
- 3) A pilot of two of the most promising models to in Petén and Izabal.
- 4) A research project to document the formation, cost-effectiveness and replicability of the “health kiosks” used by Tan Uxil in border towns in Petén. These kiosks are staffed by youth who have been trained to facilitate self-risk assessments, distribute condoms, distribute emergency contraception, and provide information about prevention to high risk groups (sex workers, migrants, MSM, etc.).
- 5) A research project to assess general public and institutional perceptions on sexual trafficking issues.
- 6) Develop a continuing education virtual program to increase providers’ knowledge of sexual trafficking, promote tools for identification and referral of victims, and increase awareness of available local services.

A proposal on these research activities will be developed by a university consortium formed by the University of San Carlos (along with the University Centers of Petén and Izabal), Guatemala, the University Rafael Landivar, Guatemala, the University of Quintana Roo Mexico and the National University of Honduras, Honduras. Submission date: October 15.

The administrative and contractual responsibility will fall under the University of San Carlos, School of Psychology (Edgar Cajas). These research activities will be conducted by the university consortium with the management supervision of our COP.

As part of the capacity building activities for the networks in Izabal and Petén, a directory of services and a process to refer people that come out of trafficking schemes will be developed (December 2009). These new activities will be incorporated into the revised work plan and budget.

### ***Additional accomplishments:***

- Drafted key deliverables for the sexual/human trafficking component in collaboration with USAID/Guatemala and our COP.
- As a result of the conference, a University Consortium was formed. This group is composed by the University of San Carlos (along with the University Centers of Petén and Izabal), Guatemala, the University Rafael Landivar, Guatemala, the University of Quintana Roo Mexico and the National University of Honduras, Honduras.
- Per USAID/Guatemala request, drafted a scope of work for the research proposal to be developed by the university consortium.
- Per USAID/Guatemala request, agreed to revise the budget to allocate \$100,000 for research activities related to sexual/human trafficking.
- Met with our COP to discuss the overall work plan and budget and craft a 3-month action plan to jump start project activities.

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### **3. Next steps:** Key actions to continue and/or complete work from trip.

Description of task	Responsible staff	Due date
Receive draft list of activities for the trafficking component of the work plan	Fidel will send us the draft	Sept./ 23
	Yadira and Eugenia to provide input	Sept/24
Finalize the 3-month action plan for the entire project	Eugenia and Yadira	Oct/2
Submit proposal and budget for research activities to be conducted by the university consortium.	Edgar Cajas	Oct./15
Review proposal and provide input.	Eugenia and Yadira	Oct./19
Negotiate sub-contract or PO with university consortium.	Eugenia and F&A, with support from MSH/Arlington and Cambridge	Oct./20
Revise work plan and resubmit work plan	Eugenia and Yadira	TBD

### **4. Contacts:** List key individuals contacted during your trip, including the contacts' organization, all contact information, and brief notes on interactions with the person.

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**5. Description of Relevant Documents / Addendums:** Give the document's file name, a brief description of the relevant document's value to other staff, as well as the document's location in eRooms or the MSH network. Examples could include finalized products and/or formal presentations, TraiNet Participant List, Participant Contact sheet, and Meeting/Workshop Participant Evaluation form are examples of relevant documents.

<b>File name</b>	<b>Description of file</b>	<b>Location of file</b>
Results of the Literature Review on Human Trafficking	Power Point Presentation	To be saved in eRoom
Annotated bibliography on Human Trafficking	Word document	<a href="http://eroom.msh.org/eRoom/L/AIDSTAR-Two/0_4cea9">http://eroom.msh.org/eRoom/L/AIDSTAR-Two/0_4cea9</a>