

Revised Policy



**Revised CIFOR and ICRAF Modern Slavery and Human Trafficking
Policy Statement**

Version 1- Revised

Effective Date: December 1, 2024

Document Control

The Human Resources Team will be responsible for the periodic review of this document.

Document Responsibility

Title	CIFOR and ICRAF Modern Slavery and Human Trafficking
Directorate	Corporate Services
Unit	Human Resources Unit
Manager	HR Team Lead/Head of HR
Applicable to	All CIFOR and ICRAF staff, external consultants, partners, suppliers, vendors, and collaborators.

Document Revision History

Version	Approved By	Meeting Reference	Date Approved	Effective Date	Sections Modified
1	CIFOR-ICRAF Common Board	CB 12	12-Nov-24	1-Dec-24	HR Policy Manual Section 3.11

Introduction:

CIFOR and ICRAF have a zero-tolerance policy to modern slavery and are fully committed to upholding human rights by preventing any acts of modern slavery or human trafficking within the Centres across all locations/ countries of operation.

Noting that modern slavery involves harassment through forced/ compulsory labour and human trafficking, CIFOR and ICRAF are committed to ensuring they do not exploit or unlawfully engage persons. Furthermore, the centres maintain transparency in their operations, with an approach to addressing modern slavery and human trafficking that aligns with their obligations under the United Nations Protocol to Prevent, Suppress and Punish Trafficking in Persons (Palermo Protocol) as well as the International Labour Organizations Conventions on Forced Labour, 1930 (No.29) and the Abolition of Forced Labour Convention, 1957 (No. 105.)

Purpose:

The purpose of this Policy is to ensure that CIFOR and ICRAF compliance in operations and persons engaged in the implementation of programs are not exploited and unlawfully engaged. It sets out the steps we are taking to ensure that these practices do not exist within our organizations or those we work with. Raise awareness among staff members and stakeholders about the issue of modern slavery and human trafficking and guide staff how to make a report, investigate and remedy of any instances of modern slavery and human trafficking.

Scope:

This Policy applies to all CIFOR and ICRAF personnel in all locations.

All third parties, including implementing partners, vendors, consultants, interns, contractors and all activities undertaken by or on behalf of CIFOR or ICRAF, shall adopt and implement similar practices concerning unlawful engagement and exploitation of persons in manners like forced labour, child slavery, forced criminality, domestic servitude, forced marriage, organ harvesting, sexual abuse/ exploitation and human trafficking.

Definitions:**1. Slavery:**

Slavery is the ownership of a person as property, especially in regard to their labour. Slavery typically involves compulsory work, with the slave's location of work and residence dictated by the party that holds them in bondage.

2. Modern Slavery

Modern slavery refers to situations of exploitation in which a person cannot refuse or leave because of threats, violence, coercion, deception, or other forms of abuse.

3. Human Trafficking:

Human trafficking is unlawful act, which involves the use of force, fraud, or coercion to enlist men, women and children of all ages and from all backgrounds with the aim of exploiting them for profit.

Types of Modern Slavery

Modern slavery takes many forms. The most common are:

- **Forced/ Compulsory Labour** is any work relation or services in which people are employed against their will with the threat of destitution, detention, or violence.
- **Debt bondage/bonded labour** is the pledge of a person's services as security for the repayment for a debt or other obligation, leading to loss of control over both their employment conditions and the debt.
- **Descent-based slavery** (*where people are born into slavery*). A very old form of slavery, where people are treated as property, and their “slave” status has been passed down the maternal line.
- **Child slavery** is when a child is handed over and exploited for someone else's gain, meaning the child will have no way to leave the situation or person exploiting them.
- **Forced and early marriage.** When a person under the age of 18 years is married against their will and cannot leave.
- **Domestic servitude** refers to victims working in a private family home where they are ill-treated, humiliated, subjected to unbearable conditions or working hours and made to work for little or no pay.

Policy Statement: CIFOR and ICRAF are committed to uphold human rights by ensuring that no acts of modern slavery and human trafficking within the Centres and their stakeholders.

Our Commitments are:

Zero Tolerance: We maintain a work environment that is free from modern slavery and human trafficking in any form.

Due Diligence: We conduct due diligence on suppliers, contractors and partners to identify and assess potential risks related to modern slavery. This includes incorporating anti-slavery provisions in agreements and we expect high standards of ethical conduct.

Supplier Accountability: We expect our suppliers to take a similar approach by implementing measures that prevent modern slavery within their operations.

Recruitment Practices: We conduct the recruitment either direct or through third-party, comply with labor laws and do not involve practices that could lead to modern slavery or human trafficking.

Training and Awareness: We provide regular training to ensure that our employees are aware of modern slavery and human trafficking risks and can identify and report concerns

Reporting Concerns: We encourage employees, contractors, suppliers and other stakeholders to report any suspicions of modern slavery or human trafficking through our internal reporting mechanisms or confidential reporting system. All reports will be taken seriously and investigated promptly. No retaliation will be taken against individuals who report in good faith.

Risk Assessment

We assess the risk of modern slavery in our operations and take appropriate steps to mitigate these risks. This includes monitoring all country offices, conducting audits and engaging in continuous partner due diligence checks.

Compliance with the Policy and Legal Framework

You must ensure that you read, understand and comply with the policy.

The prevention, detection and reporting of modern slavery is the responsibility of all those working under its control. You are required to avoid any activity that might lead to or suggest a breach of this policy. You are encouraged to raise concerns about any issue or suspicion of modern slavery in any parts of the Centre's operations at the earliest possible opportunity, even if you are unsure whether a particular act constitutes any of the various forms of modern slavery.

CIFOR and ICRAF complies with all relevant local and international laws related to modern slavery and human trafficking, including the Universal Declaration on Human Rights, the United Nations Protocol to Prevent, Suppress and Punish Trafficking in Persons (Palermo Protocol) and the International Labour Organizations Conventions on Forced Labour (Convention No.29) and the Abolition of Forced Labour (Convention No. 105).

Review and Accountability

The policy will be regularly reviewed to ensure its effectiveness in preventing modern slavery and human trafficking. The Senior Management is responsible for ensuring compliance with this policy and will continuously improve the Centres approach as needed.

Breaches of the Policy

We remain committed to preventing and eliminating modern slavery and human trafficking from our operations and expect all those we engage with to adhere to this policy. A breach of the policy by an employee amount to dismissal for misconduct. The Centres may terminate their relationship with other individuals and organizations, including partners working on their behalf on account of breach of this policy.