



## **POLICY AND PROCEDURE NOTICE: PPPN-058 TRAFFICKING VICTIMS PROTECTION**

**Summary and Purpose of PPN:** To guide the administration of the Ryan White Part A Program in prohibiting trafficking in persons.

### **Authority:**

- Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104).
- Notice of Award

### **Policy and Procedure:**

1. Subrecipients and employees may not:

- Engage in severe forms of trafficking in persons during the period of time that the award is in effect
- Procure a commercial sex act during the period of time that the award is in effect; or,
- Use forced labor in the performance of the award or subawards under the award.

Employee means either:

- An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
- Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.

2. Subrecipients must inform HRSA immediately of any information you receive from any source alleging a violation of a prohibition in paragraph 1 above.

3. Subrecipients must inform staff of this policy and ensure that staff are reminded of this policy no less frequently than annually.

### **Verification:**

1. Review of documentation that staff have been informed of this policy and are reminded of this policy no less frequently than annually.

**Approved: June 2016**

**Reviewed: March 2021**