



New Mexico Human Trafficking Task Force

New Mexico Office of the Attorney General and The Life Link

Human Trafficking Case Reporting Protocol

If you are confronted with a “911 Emergency” requiring immediate armed police intervention:

Ex. You see a victim being chased by her trafficker or you get a hotline call from a victim being held at a specific address....

- Call 911

If you come into contact with a victim who is willing to make a police report now:

Ex. You get a hotline call or meet a victim in an emergency room... etc.

- Follow your agency’s guidelines on contacting law enforcement on behalf of a victim.
- Call the 505-GET-FREE Hotline. You will be directed to an advocate that can access **emergency services**.
- Provide basic information that will help determine appropriate law enforcement referral:
 - Type of trafficking (sex or labor and child or adult victims)
 - Location (city, village, or town)
 - Phone number so an agent/ officer can call to discuss options.

If you are working with a victim who is willing to talk to law enforcement:

Ex. You have a client who wants to make an appointment to talk to law enforcement, whether or not they are willing to testify. (They could be treated as either a victim/ witness or an informant)

- Follow your agency’s guidelines on contacting law enforcement on behalf of a victim.
- If you are working with a non-U.S. citizen, consult an immigration attorney.
- Call New Mexico Office of the Attorney General’s Human Trafficking Unit at 505-717-3557 to arrange/ conduct an interview with a Special Agent.
- Do not leave details on voicemail.

If you are working with a victim who refuses to speak to law enforcement at present, but is willing to pass along info (a “tip”) about traffickers to law enforcement anonymously:

- Call the National Human Trafficking Resource Center’s 24-Hour “Polaris” Hotline at 1-888-373-7888 or the local New Mexico Human Trafficking Hotline at 505-GET-FREE (505-438-3733) for **emergency services**.
- Provide as much detailed information as possible about:
 - Type of trafficking (sex or labor and child or adult victims and the manner in which they operate)
 - Location (city, village, town, address, descriptions, signage and markings)
 - Offenders (names, ages, DOB’s, descriptions, addresses, identifying marks)
 - Vehicles involved (plate #’s, makes, models, descriptions)
 - Phone numbers (and phone company if you know), email addresses, social media, etc.
 - Credit/Debit cards or Bank Accounts used, or other financial details

Informed Consent

- Be aware of your agency’s confidential communications policy.
- If sharing victim-provided information with law enforcement will violate this policy, ask victim to sign a release form before contacting law enforcement.
- Release forms should:
 - Explain the risks and benefits of reporting information
 - Be available in a language the victim understands

If the victim is a child (under the age of 18), please call Statewide Central Intake (SCI) with CYFD:

- Call SCI and make a report of a situation involving a child. (1-855-333-SAFE [7233] or #SAFE from a cell phone).
- When making a report of abuse or neglect, you may choose to remain anonymous as the reporter.
- SCI Intake worker will staff the report with a supervisor who is on-call to determine the priority status of the report.

**Please note: 505-GET-FREE Hotline is a line specific to victim services for emergent situations. Please call 911 and make the appropriate calls to the National Human Trafficking Hotline at 1-888-373-7888. All calls will be directed to the appropriate agencies.*

The New Mexico Human Trafficking Task Force is a partnership between the New Mexico Office of the Attorney General, The Life Link, and the Department of Justice.