

GUIDE TO ETHICS AND HUMAN RIGHTS IN COUNTER-TRAFFICKING

ETHICAL STANDARDS FOR COUNTER-TRAFFICKING RESEARCH AND PROGRAMMING

United Nations Inter-Agency Project on Human Trafficking

反拐工作中的道德规范与人权指南

反拐研究与项目实施中的道德标准

联合国反对拐卖人口机构间项目

封面照片 两张

Guide to Ethics and Human Rights in Counter-Trafficking
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Ethical Standards for Counter-Trafficking Research and Programming
反拐研究与项目实施中的道德标准

United Nations Inter-Agency Project on Human Trafficking

Bangkok, Thailand

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联合国反对拐卖人口机构间项目

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Cover photo (top): UNIAP—UNDP joint field team conducts trafficking vulnerability assessments in a village in the Myanmar Dry Zone (June 2007).

封面照片（上）：UNIAP-UNDP 现场联合调查小组在缅甸干旱地区的某村庄进行拐卖弱势状况调查（2007 年 6 月）。

Cover photo (bottom): UNIAP field team conducts trafficking vulnerability assessments in a village near the Lao-China border (January 2008).

封面照片（下）：UNIAP 现场调查小组在中国和老挝边境附近的某村庄进行拐卖弱势状况调查（2008 年 1 月）。

Back cover photo: Community gathering in Cambodia (March 2007).

封底照片：柬埔寨某地的社区集会（2007 年 3 月）。

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All photos in this Guide are in compliance with the ethical standards detailed herein. All photos were taken only after consent was gained from the subject, with all identifying characteristics of trafficked persons or possible traffickers concealed.

“指南”遵照书中所述的道德标准选用了所需的照片。书中采用的每张照片均得到了相关者的同意，照片中的拐卖受害人或拐卖嫌疑人的所有识别特征都进行了掩盖处理。

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 2. Prioritize personal safety and security: identify and minimize risks.
 3. Get informed consent, with no coercion.
 4. Ensure anonymity and confidentiality to the greatest extent possible.
 5. Adequately select and prepare interpreters and field teams.
 6. Prepare referral information, and be prepared for emergency intervention.
 7. Do not hesitate to help others: put your information to good use.
- 一. 不伤害：富于同情心但保持中立立场
 - 二. 以个人安全与保障为优先：了解并最大程度地减少风险
 - 三. 不使用强迫手段获取对方的知情同意
 - 四. 最大程度地做到匿名和保密
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INTRODUCTION

THE NEED FOR ETHICS & HUMAN RIGHTS CONSIDERATIONS IN COUNTER-TRAFFICKING

In 2003, the World Health Organization published a set of ten guidelines for interviewing trafficked women¹. These guidelines were a positive step to ensure that the rights of trafficked women would more likely be considered and respected during research, intake, and victim service interviews. Along with UNICEF's child-friendly guidelines², they remain the primary set of guidelines to which counter-trafficking practitioners can refer in their work with trafficked persons³. However, in the years since these hallmark guidelines were released, we have come to understand the numerous situations in counter-trafficking research and programming that are not addressed by any of these guidelines comprehensively, for example:

导言

在反拐工作中必须考虑道德规范与人权问题

2003年，世界卫生组织发布了与拐卖受害妇女访谈的10项指导原则⁴。制定这些指导原则，可以说是朝着以下目标前进了一大步，即确保在研究、接收以及受害人访谈服务等过程中，能够使拐卖受害妇女的权利得到更可靠的关注和尊重。包括联合国儿童基金会的关爱儿童指导原则⁵在内，目前已拥有一系列可供反拐工作者在涉及拐卖受害人的工作中作参考应用的主要指导原则⁶。然而，自从这些专门的指导原则发布以来的数年间，我们认识到在反拐研究和项目实施过程中存在着众多不同状况，这些状况是这些综合性指导原则中的任何一项都未曾涉及的。例如：

- . What are the ethical considerations for interviewing adult male trafficked persons?
- . What are the ethical considerations for interviewing or implementing programs involving family members or neighbors of possible trafficked persons or possible criminals, especially given issues of stigma and the fact that the relative or neighbor may have been involved in, or complicit in, the crime?
- . What are the ethical considerations for interviewing or implementing programs involving people who are still working in the harm environment?
- 与被拐卖的成年男人访谈时，需考虑哪些道德问题？
- 在访谈或实施项目时，涉及到疑似拐卖受害人或拐卖犯罪嫌疑人的家庭成员或邻居时，尤其是在可能使人名誉受损，以及其亲戚或邻居有可能参与犯罪活动或为犯罪同谋的情况下，需考虑哪些道德问题？
- 在访谈或实施项目时，涉及仍然在有害环境中工作的人时，需考虑哪些道德问题？

In response to these significant gaps, the United Nations Inter-Agency Project on Human

¹ WHO (2003). WHO Ethical and Safety Recommendations for Interviewing Trafficked Women.

² UNICEF (2006). Guidelines on the Protection of Child Victims of Trafficking.

³ The United Nations does not have the equivalent of a review board or guidelines for ethical conduct of research such as those found in academia and national research councils. Examples of such councils are listed in this Guide under Guiding Principle 4: Ensure anonymity and confidentiality to the greatest extent possible.

⁴ 世界卫生组织（WHO，2003年），“世界卫生组织关于与拐卖受害妇女访谈的道德与安全建议”。

⁵ 联合国儿童基金会（UNICEF，2006年），“保护拐卖受害儿童指导原则”。

⁶ 联合国还没有类似资质的审评委员会或有关研究工作的道德行为的指导原则，诸如那些在学术的和国家级的研究理事会中所设的原则。在本指南“指导准则四：最大程度地做到匿名和保密”中列举了此类理事会的。

Trafficking (UNIAP) launched its 2008 Ethics and Human Rights in Counter-Trafficking initiative, to serve the greater counter-trafficking community in line with UNIAP's role and mandate as a coordinating body, innovator, and technical service provider, particularly in six countries⁷ of the Greater Mekong Sub-region where UNIAP maintains its offices. This Guide is part of a wider initiative with the purpose to:

为了弥补这些重要缺陷，联合国反对拐卖人口机构间项目（以下简称：UNIAP）于 2008 年启动了“反拐工作的道德规范与人权项目”，以便依照 UNIAP 作为协调机构、创新者和技术服务提供者的角色和职责要求，为更广大的反拐社会提供服务，尤其是为湄公河次区域设有 UNIAP 国家办公室的 6 个成员国⁸服务。作为该涉面宽泛的项目的一部分，“指南”旨在：

- . Address the need for a broader and more updated set of guiding principles for counter-trafficking research and programming that addresses all groups and persons involved, including men, communities, and trafficked persons still in the harm environment;
- 针对涉及所有相关群体和个人（包括男人、社区和仍处在有害环境中的拐卖受害人）的反拐研究与项目实施的需要，制定内容更全面以及更切合当前实际的系列指导原则。
- . Implement the Ethics and Human Rights in Counter-Trafficking set of seven guiding principles and practical tools, for mandatory use by all UNIAP-supported researchers and programmers interfacing with trafficking persons and those affected by human trafficking.
- 运用反拐工作中的道德与人权的 7 项系列指导准则和实用型工具，要求所有 UNIAP 支持的研究人员和项目工作者在与拐卖者及其受拐卖影响的人接触时必须遵循该系列准则。
- . Develop practical tools for researchers and programmers to ease the integration of ethical practices in day-to-day counter-trafficking research and programming, and to increase understanding, absorption, and application of human rights-oriented concepts such as informed consent, confidentiality, and non-coercion; and
- 开发面向研究人员和项目工作者的实用型工具，以便能够较容易地将道德行为融入到日常反拐研究和项目实施工作中，从而加强对以人权为导向的概念的理解、吸收和应用，例如：知情同意、保密和不强迫等。
- . Disseminate the guidelines and tools to implementing partners and donors around the world to test, provide feedback on, and implement, with the goal of raising the standard of ethical conduct and rights-based practice in counter-trafficking world-wide.
- 以提高反拐工作的道德行为标准和基于权利的实践为目的，向世界范围内的合作伙伴和捐助方宣传指导原则和相关工具，以便对其加以检验、实施并征集反馈意见。

As an inter-agency project, UNIAP works with stakeholders and partners in government, non-government organizations (NGOs), UN agencies and projects, multilateral agencies, academia, and the diplomatic and donor communities. Like many UNIAP initiatives, the Ethics and Human Rights in Counter-Trafficking initiative has benefited from the technical inputs of numerous key partners and colleagues around the world.

作为机构间的项目，UNIAP 与利益相关者和来自政府部门、非政府组织（NGO）、联合国机构与项目、多边机构、学术界、外交界以及捐助方等方方面面的伙伴携手工作。如同

⁷ UNIAP's six country offices are in Cambodia, China, Lao PDR, Myanmar, Thailand and Vietnam, with a regional office in Bangkok.

⁸ UNIAP 的 6 个国家办公室分别设在柬埔寨、中国、老挝、缅甸、泰国和越南，并在泰国·曼谷设有区域项目管理办公室。

UNIAP 的许多初创项目一样，“反拐工作中的道德规范与人权”项目得到了世界各地众多主要合作伙伴和同事们的技术支持，并受益匪浅。

This Guide was authored by UNIAP's Dr. Lisa Rende Taylor. Invaluable technical inputs were provided by Matthew Friedman, Paul Buckley, and Oyvind Høyen from the UNIAP regional technical team; Melissa Brennan (Brooklyn Law), Lisha Li (Harvard Law), and Dr. Joy Wang (Harvard Law) from the UNIAP summer legal team; and UNIAP National Project Coordinators Lim Tith (Cambodia), Ohnmar Ei Ei Chaw (Myanmar), and Dr. Ratchada Jayagupta (Thailand). And as with everything else in the UNIAP regional office, this initiative would not have been possible without the financial, administrative, and moral support of Pornnipa Buddee and Onanong Anamarn.

本“指南”由 UNIAP 的 Lisa Rende Taylor 博士执笔编写，来自 UNIAP 区域技术小组的 Matthew Friedman 先生、Paul Buckley 先生和 Oyvind Høyen 先生，来自 UNIAP 夏季法律小组的 Melissa Brennan（美国布鲁克林法学院）、Lisha Li（美国哈佛大学法学院）、Joy Wang 博士（美国哈佛大学法学院），以及 UNIAP 国家项目协调员 Lim Tith（柬埔寨）、Ohnmar Ei Ei Chaw（缅甸）和 Ratchada Jayagupta 博士（泰国）均做出了不可估量的宝贵技术奉献。此外，若没有 Pornnipa Buddee 和 Onanong Anamarn 及时处理 UNIAP 区域管理办公室所有其它相关事宜，在财务、管理和精神上给予支持，本项目将不可能如期进行。

A very special thanks for technical assistance and tremendous moral support are extended to Dr. David Feingold from UNESCO in Bangkok, Allan Beesey in Da Nang/Vientiane/Melbourne, and John Frederick from Ray of Hope in Kathmandu. Thanks also to those who worked through the pilot phase of this project, in the UNIAP Trafficking Estimates Competition Initiative, on whom this Guide and the UNIAP Ethics Review process were piloted: Dr. Thomas Steinfatt from University of Miami; Dr. Courtland Robinson and Charlotte Dolenz from Johns Hopkins School of Public Health; Labor Rights Promotion Network (LPN) in Thailand; and Lily Phan, with An Giang Dong Thap Alliance to Prevent Trafficking (ADAPT) in Vietnam.

我们在此特别向 David Feingold 博士（联合国教科文组织曼谷办事处）、Allan Beesey（岷港/万象/墨尔本）和 John Frederick（加德满都希望之光组织）所提供的技术援助和有力的精神支持表达特殊的敬意。同时，还要向 Thomas Steinfatt 博士（美国迈阿密大学）、Courtland Robinson 博士和 Charlotte Dolenz（约翰·霍普金斯公共卫生学院、泰国劳工权利促进网络--LPN）、Lily Phan（越南同塔省安江地区预防拐卖联盟--ADAPT），以及那些始终致力于本项目初始阶段的全部工作、举办“UNIAP‘拐卖人口’数据估计竞赛”活动、探讨“指南”和 UNIAP 道德规范审评程序等各项活动的参与者们表示衷心的感谢。

Finally, it should be noted that referring to this Guide is not a guarantee that counter-trafficking research or programming will be in compliance with ethical standards. There is a need for proper planning, preparation and training of all counter-trafficking programs and research that cannot be overemphasized. Not everyone should be engaging in certain counter-trafficking research or programming, even if equipped with this Guide. However, for those who do, we hope that this Guide provides guidance on the principles that should be maintained in counter-trafficking work.

最后，必须指出的是：参照“指南”并不一定就能够切实保障反拐研究或项目实施将会符合道德标准。因此，有必要对所有的反拐项目和研究进行适当的计划、准备和培训，这一必要性无论如何强调都不会过分。其实并不是每一个人都必然会投身于某项反拐研究或项

目，即使那些已用“指南”武装了头脑的人。然而，对于那些确实需要从事此类工作的人，我们希望“指南”将会为其提供有关反拐工作必须遵循的准则方面的指导。

The UNIAP Regional Team
Bangkok, Thailand
September 2008

UNIAP 区域小组
泰国 曼谷
2008 年 9 月

The photo in page 9

原稿第 9 页的照片

Children in a village in Kandal province, Cambodia
柬埔寨干丹省（Kandal）某村的孩子们

UNIAP GUIDING PRINCIPLES
ETHICS & HUMAN RIGHTS IN COUNTER-TRAFFICKING

UNIAP 反拐工作中的道德与人权指导准则

1. Do no harm: be compassionate but neutral.
 2. Prioritize personal safety and security: identify and minimize risks.
 3. Get informed consent, with no coercion.
 4. Ensure anonymity and confidentiality to the greatest extent possible.
 5. Adequately select and prepare interpreters and field teams.
 6. Prepare referral information, and be prepared for emergency intervention.
 7. Do not hesitate to help others: put your information to good use.
- 一. 不伤害：富于同情心但保持中立立场
 - 二. 以个人安全与保障为优先：了解并最大程度地减少风险
 - 三. 不使用强迫手段获取对方的知情同意
 - 四. 最大程度地做到匿名和保密
 - 五. 慎重选择翻译人员和工作组，并保证所有人员事先做好充分准备
 - 六. 提前准备可能会需要的参考信息，并做好应对紧急情况的准备
 - 七. 毫不犹豫地帮助他人：使你的信息得到充分利用

1. Do no harm: be compassionate but neutral.

一. 不伤害：富于同情心但保持中立立场

What are the possible ways that a counter-trafficking researcher or programmer can do harm?

反拐研究人员或项目工作者可能会在哪些方面带来伤害？

Anticipate ways that your work might result in security, emotional, or social risks to the research participant or program beneficiary, and safeguard against these negative impacts.

应事先考虑你的工作会对参与者或项目受益人在安全、情感或社会风险等方面带来哪些伤害，并确保不要造成这些负面影响。

When carrying out interviews……

当进行访谈时……

Ask yourself the following questions:

- . If I interview this trafficked person (or include in my program), are there any security, emotional, social, economic, or other risks that I might be imposing on them?
- . If I interview (or include in my program) this parent, relative, or neighbor of a migrant who may or may not be a trafficked person, am I doing harm in any way?

询问自己下列问题:

- 如果我与受害人面谈（或将其纳入我的项目），我是否会给他/她带来安全、情感、社会经济或其它方面的风险？
- 如果我访谈这位可能是也可能不是拐卖受害人的流动人员的父母、亲戚或邻居（或将其纳入我的项目），我是否会对其造成什么伤害？

Observe the Do No Harm Checklist:

“不伤害”检查表:

- . **Respect the rights of the participant.** Do you already have assumptions about him/her that are pre-judged? Are you prepared to hear an unexpected story without passing judgement? If so, readjust your thinking.
- **尊重参与者的权利。** 你是否已经对他/她的情况做了假设，有了预先评判？你是否准备带着评判去倾听一个意想不到的故事？如果是，重新调整你的想法。
- . **Look around.** Are there security cameras? Are there people listening in on your conversation? Does your research participant/program beneficiary look uncomfortable or traumatized in any way? If so, find a more suitable location to ensure privacy and comfort, or, do not hold the interview if these emotions are not alleviated.
- **注意四周。** 是否有安全摄像头？是否有人在听你们谈话？你的访谈对象看上去是否不安或有受创迹象？如果是，找一个更合适的访谈地点，以确保访谈的机密性和舒适性，如果访谈对象的这些情绪还是无法缓解，暂不进行访谈。
- . **Know the security and social environment.** Are there any signs or indicators that your work will increase risks of reprisal or stigma from an employer, supervisor, family member, community member, the authorities, or any others? When in doubt, consider postponing or rescheduling the discussion, or changing locations.
- **了解安全与社会环境。** 是否有任何征兆或迹象显示你的工作将会使研究参与者或项目受益人面临更大的遭报复或名誉受损的风险？这类风险可能来自雇主、监管人、家庭成员、社区成员、权威人士或其他任何人。如果你还不确定，应考虑推迟或重新安排访谈的时间，或者改变访谈地点。
- . **Know the participant/beneficiary's expectations.** Are you leading them to believe that you will be providing them with something that you will not? Be aware of this possibility. Ensure

that the person being interviewed clearly understands the purpose of the discussion.

- **了解参与者/受益人的期望。**你是否导致被访者确信你将会提供给他/她们一些东西，而实际上你却做不到？要意识到存在这种误解的可能性，要确保被访者清楚地理解访谈讨论的目的。
- **Pay attention to your own mannerisms and responses.** Are you asking questions in a neutral way? Do your facial expressions and body language convey that you are engaged but neutral and non-judgemental? It is important to practice conducting interviews, and to get feedback from experienced peers on your mannerisms. This will ensure that these factors do not pose problems in a real interview setting.
- **注意你的个人习惯和反应。**你是否以中立的方式提问题？你的面部表情和肢体语言是否表现出你既充分参与，又持有中立以及不评判的态度？事先进行访谈演练非常重要，有经验的同事可以据此就你的个人习惯提出反馈意见，这样可以确保在真正访谈时不致因这些个人因素而产生问题。

When setting up events/programs, ensure that...

- Beneficiary inputs are gained to ensure that the event/program accommodates their own personal needs and comfort levels.
- Nothing takes place that compromises confidentiality of the trafficked person or his/her family.
- The media, if involved in any way, understand the ethical and rights-related considerations associated with addressing trafficked persons.
- The event/program will not stigmatize a trafficked person in any way. This includes asking a trafficked person to present their story without counseling them to ensure informed consent.
- Impact assessments are put in place to demonstrate that the activity does not contribute to a person's vulnerability and or add an undue burden to their present situation.

当开展活动/项目时，应确保……

- 听取受益人的意见，以确保所开展的活动/项目能够适合他/她们的个人需求，并使其感到舒适。
- 不发生任何危及拐卖受害人及其家庭的保密性的事情。
- 媒体不论以何种方式介入，都应该了解和考虑涉及拐卖受害人的与道德和权利相关的问题。
- 所开展的活动/项目不能以任何方式给拐卖受害人名誉带来损害，包括未征得拐卖受害人的知情同意，便要求他/她们介绍自己的经历。
- 进行影响评估，以保证所开展的活动不会使受益人变得更加弱势，或使他们在目前的境况下负担更重。

Violating 'Do No Harm':

Post-Tsunami Journalism in Indonesia

The 26 December 2004 tsunami in Indonesia was followed by a host of humanitarian and developmental challenges. One, unfortunately, was brought on by irresponsible reporting to journalists by an international agency dealing with child protection, including child trafficking.

**违背“不伤害”的原则：
印度尼西亚海啸后的新闻报道**

2004年12月26日印度尼西亚海啸过后，随之而来的是许许多多对人道主义和发展的挑战，不幸的是其中之一是由于不可靠的报道所导致的，而该信息是由一个从事儿童保护（包括反对拐卖儿童）的国际机构向记者报告的。

Before any trafficking cases were substantiated with empirical evidence, the agency reported cases of child trafficking in tsunami-affected areas. As a result, there was a clampdown on adults who were legitimately trying to reach and assist the children of their deceased siblings and relatives their own nieces, nephews, and cousins. Additionally, bringing attention to the issue of child trafficking took attention away from more immediate issues of much greater urgency and magnitude, including hunger and starvation, food delivery logistical challenges, and disease and the need for medicine.

在未对拐卖案件的确凿证据加以核实之前，该机构对在海啸灾区的拐卖儿童案件进行了报道。结果，那些正在努力试图合法地接近和帮助儿童的成人受到了压制，这些成人实际是在力图帮助他们已故兄弟姐妹和亲戚的孩子，即他们自己的侄子、侄女、外甥、外甥女以及堂/表兄弟姐妹等。此外，将注意力吸引到拐卖儿童问题上，反而转移了人们对那些更紧急更严重的问题的关注，这些问题包括：饥饿、食物运送、疾病以及对药品的需求等。

Backlash from other development agencies underscored how the negative impacts of the unsubstantiated report to the press outweighed the positive intentions.

其他发展机构对此做出强烈反响，他们强调指出：任何良好的初衷都会因新闻媒体的无确实根据的报道所带来的负面影响所掩盖。

**Violating ‘Do No Harm’:
Alternative Livelihood Programming in Cambodia**

**违背“不伤害”的原则：
柬埔寨的谋生技能项目**

An intervention in one of the urban areas of Cambodia sought to provide women in the sex industry with the skills to transition out of the sex trade and into another livelihood. The program reached out to and recruited women in the sex industry, and then provided beautician skills training and an apprenticeship in a beauty shop. The women stopped their work in the sex industry in order to become full-time trainees, and then apprentices, at a beauty shop whose owner agreed to accept the women, train them, and have them apprentice at the shop.

柬埔寨在某城市地区开展了一项干预项目，试图为在色情行业工作的妇女提供职业技能，使她们能够脱离性交易，以其它方式谋生。项目很快铺开并征募了来自性行业的妇女，随后为她们提供美容技能培训，让她们在美容店当学徒。为了成为全日制的培训学员，能够到店主同意接收她们并提供培训和店内学徒机会的美容店当学徒，这些妇女停止了她们在性行业的工作。

Through an evaluation of this program, it was found that the women had been trained, and had been serving as apprentices for 16 months but had never been paid. The women explained that they had worked full-time at the shop in the apprenticeship program, but the shop owner took their earnings. Since the women could not make a living under these conditions, several had to return to the sex trade. In re-entering the sex trade, some women re-entered lower in the hierarchy than when they left, thus enduring worse pay and worse conditions than that which they left. The women reported disappointment, since they had been led to believe the new skills would have translated to a viable new job by this point in time. But with no income to buy hair-cutting supplies, and no time to establish a job or workplace after working without wages, except through the brothels at night, this life transition had not happened for any of the beneficiaries.

通过对该项目的评估，人们发现：妇女受到了培训，作为学徒在美容店服务了 16 个月，但没有得到任何薪酬。这些妇女说，她们参与学徒项目全天在美容店工作，但店主将她们的劳动所得全部囊为己有。由于在这种情况下，她们没有了生活来源，个别妇女不得不重操旧业。重操旧业后，一些重返妇女与其离开时相比降低了在业内的层次，因此忍受着比离开前更恶劣的条件和更可怜的报酬。妇女表达了她们的失望，因为项目曾使她们相信此刻新的技能可以使她们找到维持生计的新工作，但由于没有收入用来买理发工具，同时无任何报酬（除非晚上到妓院工作）的全天工作后，她们没有时间找工作或安排工作场所，因此项目原本预期的生活转变，在所有项目受益妇女的身上都没有发生。

The beauty shop owner and the program coordinator (an employee of one of the UN agencies) both intimated that these women were lucky to have such a work opportunity extended to women “like them,” that is, women who have worked in the sex industry.

Ultimately, the social, economic, emotional, and possibly health impacts were harmful to the beneficiary women.

美容店店主和项目协调员（某一联合国机构的雇员）异口同声地表示：这些妇女是幸运的，因为能够有这样的工作机会惠及到“像她们这样”的女人……意指曾在性行业工作过的妇女。

最终，对项目受益妇女而言，项目的社会、经济、情感和/或身体健康方面的影响都是不利的。

2. Prioritize personal safety and security: identify and minimize risks.

二. 以个人安全与保障为优先：了解并最大程度地减少风险

Programming and field research concerning a crime such as human trafficking carries inherent risks.

涉及犯罪活动（如拐卖人口犯罪）的项目和现场调查研究本身就具有风险。

Interventions and investigative activities perceived as a threat to the business interests of those benefitting from trafficking can put counter-trafficking practitioners at risk. While elimination of

all risks is generally not possible, personal safety must be given paramount importance and risks must be identified and minimized.

以拐卖谋利的人将项目干预和调查研究活动看作是对其经营利润的一种威胁,从而使反拐工作者处于危险的境地,而要消除所有这些危险通常是不可能的,因此人身安全必须作为重中之重加以关注,同时必须识别风险并将其最小化。

Assess the risks. Carefully plan your research and intervention efforts, and understand the risks involved.

风险评估。谨慎地计划安排研究和干预工作,并了解其中存在的风险。

- Consider the locations where work will be carried out and the people that you may potentially encounter. Will your work require you to travel after dark? Will you have a security escort (police or NGO)? With whom are you likely to interact?
- Consult with local non-governmental organizations (NGOs), police, local officials, and/or other relevant and safe persons to understand the security situation in the area where research or programming may be conducted. Understand how your presence in the area is likely to be perceived.
- Do not proceed with research or interventions that entail imbalanced risks to the safety and security of yourself or others.
- 认真考虑将要开展工作的地点和可能接触的人。你的工作是否需要你天黑后活动? 你是否有保安陪同人员(警察或非政府组织的人员)? 你可能与什么人接触?
- 向当地的非政府组织(NGO)、警察、当地官员和(或)其他相关的安全人员咨询,了解将要开展研究和项目的地区的安全状况。充分了解如果你在项目地出现,当地的人可能会怎么看待这件事。
- 当研究或干预活动会使你自己或他人面临不值得承担的安全风险时,不必继续进行该项研究或干预活动。

Minimize risks.

将风险最小化。

- . Know your surroundings. Consult a map and/or ask local NGOs or government officials to familiarize you with the local area.
- . Remain alert and be cognizant of whether you are being watched or followed.
- . Work with a partner whenever necessary. If lone fieldwork is unavoidable, be sure that others know your whereabouts and travel plans.
- . Carry a mobile phone or radio capable of contacting local authorities.
- 了解你周围的环境。查看地图并(或)要求当地非政府组织或政府官员帮助你熟悉当地情况。
- 保持警惕,及时察觉你是否被监视或跟踪。
- 在任何必要的情况下,都应和同伴在一起工作。如果不可避免地必须单独到现场工作,一定要确保他人知道你的行踪和活动计划。
- 随身携带手机或无线通信设备,以便与地方主管部门联系。

Be prepared for a security emergency and seek safety when appropriate.

☑ 做好应对突发安全事件的准备，在适当情况下保证安全。

- . Stay calm.
- . Carry contact information of colleagues, local law enforcement agencies, government officials, and contacts in the local community.
- . Carry contact information of colleagues, local law enforcement agencies, government officials, and contacts in the local community.
- 保持镇静。
- 随身携带同事、当地执法部门以及政府官员的联络信息，并与当地社区取得联系。

Good Practice and Lessons Learned:

Personal Safety and Security

良好做法与经验教训：

个人安全与保障

Good Practice in Samut Sakhon, Thailand:

Staff on Stand-By When Research Teams are in High-Risk Areas

泰国沙没沙空省（Samut Sakhon）的良好做法：

当研究小组在高危地区工作时，工作人员值班守候

Thai NGO Labor Rights Promotion Network (LPN) and researchers from the Johns Hopkins School of Public Health joined forces to conduct research estimating the number of persons from Myanmar trafficked into exploitative labor in Samut Sakhon province, Thailand. After a careful risk assessment, they designed a protocol for adverse events that included having an LPN staff member on stand-by at the office, by the phone, while any research teams were in the field. The key roles of the stand-by staffer were to provide immediate assistance if necessary, making immediate referrals to police, clinics, or others.

泰国非政府组织---劳工权利促进网络（LPN）与来自约翰·霍普金斯公共卫生学院的研究人员联合进行调查研究，估算从缅甸被拐卖到泰国沙没沙空省（Samut Sakhon）的遭受劳动剥削的人数。经过认真的风险评估后，他们设计了一个应对不利事件的方案，其中包括：当任何一个研究小组在现场工作时，一定要指派一名 LPN 的工作人员在办公室值班，守候在电话机旁。这位值班人员的主要职责是：在必要时为现场工作人员提供紧急帮助，立即与警察、诊所或其他相关机构取得联系。

The researchers also mitigated risks by scouting field research locations beforehand to identify security risks, using only interview sites that were found to be safe and private, and carrying mobile phones at all times.

研究人员还通过其它方式减小风险，如：事先勘察现场研究的地点以识别安全风险；只在安全可靠和保密的场所进行访谈；随时携带手机等。

Lesson Learned From Kolkata, India:

Always Stay With Your Partner When in High-Risk Areas!

印度科尔卡塔（Kolkata）的经验教训：

在高风险地区工作时必须时刻与同伴在一起！

A team conducting research on Nepali sex workers in a Kolkata brothel area maintained a strict protocol for adverse events, including working in teams, carrying mobile phones, using highly trained professional researchers, and using NGO back-up when needed.

一个研究小组在科尔卡塔（Kolkata）的一个红灯区进行有关尼泊尔性工作者的研究。研究小组制定了严格的应对不利事件的行动方案，其中包括：必须以小组为单位进行工作；携带手机；聘用经过严格培训的专业研究人员；必要时利用非政府组织的支持。

In one instance, a logistical issue led to an experienced two-woman team being separated from each other for approximately thirty minutes. One woman went into a brothel alone for an interview. She was abducted.

有一次，由于组织安排方面的问题，一个双人小组中的两名富有经验的妇女，彼此分开了大约 30 分钟，其中 1 名妇女独自进入一家妓院进行访谈，结果被绑架了。

In the words of research team leader John Frederick of Ray of Hope,

“We had a rowdy time getting her back (with the help of the local mafia). This was one small slip in a strong protection system, and we almost had our own personal trafficking episode. Thus, there are certain situations which must be identified beforehand in which working with a partner is a must. And as the experience shows, even that is not bomb-proof.”

研究小组领导人——来自希望之光组织的 John Frederick 说：“我们经过抗议争吵（在当地黑手党的帮助下）才使她回来。我们差一点儿发生自己人遭拐卖的问题，这是强有力的保护系统中的一个小失误。可见，我们必须预先将某些特别情形鉴别出来，在这样的情形中必须与同伴在一起工作。而且正如以往的经验所告诉我们的，即便如此，也不能做到完全‘防弹’。”

3. Get informed consent, with no coercion.

三. 不使用强迫手段获取对方的知情同意

Counter-trafficking research and programming must be conducted with individuals who freely consent to participation after becoming fully aware of the possible risks and benefits of their participation.

反拐研究和项目的实施必须在个人同意参与的情况下进行，即必须使受益人充分了解参与研究和项目可能带来的风险和益处后，在完全知情的情况下，自主决定同意参与。

For programming, this can become complicated, since interventions can be long-term and risks and concerns may change or increase over time. Throughout the full duration of research and programming, it is our ethical responsibility to:

对于项目而言，这是一件复杂的工作，因为干预需长期进行，风险和关注的焦点会随着时间的推移发生变化或增强。在研究和项目的整个实施过程中，我们负有如下道德责任：

Inform participants and beneficiaries, in their own language, of:

用参与者和受益人懂得的语言，告知如下信息：

- . The purpose of the interview or the intervention.
- . Who is interviewing them or providing the intervention, and who is observing.
- . Discussion topics and program topics.
- . Potential risks and benefits of participating.
- . How confidentiality will be maintained. not be a trafficked person, am I doing harm in any way?
- . Their right to ask any questions at any time.
- . Their right to skip questions, end the interview, or drop out of the program at any time, for any reason.
- . Their right to decline photos or interviews.
- 访谈或干预活动的目的。
- 和他/她们进行访谈或实施干预活动的是谁，以及进行观察工作的是谁。
- 访谈讨论的话题和项目的主题。
- 参与此项研究或项目所面临的潜在风险和益处。
- 如何保密。如果不是拐卖受害人，我是否正在对其造成任何伤害？（卫国注：蓝色的这句话似乎不应该有，属于原文中的笔误。）
- 他/她们有权在任何时候询问任何问题。
- 他/她们有权不回答问题，有权结束访谈，或可以随时以任何理由退出项目。
- 他/她们有权拒绝拍照或访谈。

Consider how to make the informed consent process as participatory as possible.

- . Do not just inform the participant; listen to the participant! Ask the questions that are necessary to understand the participant's perception of risks; to understand if the participant's views of confidentiality and consent are on the mark; and, to ensure the full agency and understanding of the participant in the process.

考虑尽可能以对方参与的方式获得知情同意。

- 不要只是由你单方告知参与者，而要倾听参与者的意见！询问必要的问题，以便了解参与者对风险的认识；了解参与者对机密性和知情同意的看法是否与项目的要求相符；确保在整个过程中体现出参与者的充分理解和积极的能动作用。

Ensure that there are no elements of coercion in your recruitment of participants:

确保在征募参与者的工作中不含有强迫的成分。

- . Be mindful of how your status may create a sense of obligation to comply, particularly in socioeconomic and political contexts where people are not aware of their rights or accustomed to being able to say 'no.'
- 要注意你的身份可能会使被访者产生要顺从你的感觉，尤其是在社会经济和政治领域人们并没有意识到自己的权利或不习惯于说“不”的那些地方。

- . If a fee is going to be offered for interviews or participation in a program, the fee should be based on a rationale that clearly outlines how the amount remunerated compensates for time, travel, and lost earnings during the interview or program.
- 如果准备对访谈或参与项目付酬时，酬金必须要有合理的根据，要清楚地说明酬劳数目，即作为对访谈或参与项目期间所花费的时间、路途/交通、收入损失等的补偿数。
- . Money can equal coercion! Paying too much to interview/program participants can do harm in several ways, for example:
- 钱能够等于强迫！对访谈/项目的参与者付酬过高，会以若干方式造成伤害，例如：
 1. It may make the participant feel indebted to you in an inappropriate way;
 2. It may make the participant feel they need to go out of their way or exaggerate their story to be included in the program, or, to provide you with what they think you want or expect;
 3. It may make the participant inconvenience him/ herself in a way that is detrimental to him/herself;
 4. It may make the participant feel that he/she has to discuss sensitive, emotional, or traumatic matters that he/she is not prepared or equipped to discuss, and that you may not be prepared or qualified to handle; or
 5. It may inappropriately inflate the amount of money expected as remuneration by local officials and community members of other development partners that may be conducting research and programming in the locality.
 1. 会使参与者以不适当的方式对你产生负债感；
 2. 会使参与者感到他/她们需要违背自己的本意，或在叙述自己的被接纳进项目的经历时言过其实，或向你提供他/她们认为你希望的或需要的东西；
 3. 会使参与者以对自身有害的方式，给他/她们自己平添不便；
 4. 会使参与者感到他/她不得不讨论敏感的、情感性的或伤害性的话题，而这些话题原本是他/她并不打算或还未做好准备要讨论的问题，同时你可能也未做好准备，或没有能力把握对这些话题的讨论；
 5. 酬劳过高将抬高报酬的数额，从而超出其他发展伙伴在当地进行研究和开展项目时社区成员和当地官员所期望支付的酬金数。
- . Instead of a cash-only individual compensation, consider a partial-cash compensation, non-cash compensation (gender and age appropriate), or communal compensation, for example:
- 除了对个人的单纯现金补偿外，还可以考虑采用部分现金补偿、非现金补偿（适合于其性别和年龄的）或公共补偿，例如：
 1. Are the participants located far from a road or market? Consider items they would ordinarily use but have difficulty obtaining or carrying, such as heavy or bulky food or practical items.
 2. Do several participants have babies? Consider baby food, supplements, toys, or other items answering to practical baby needs.
 3. Are there communal entities to which you should contribute, rather than (or in addition to) providing individual compensation? Depending on local sociopolitical governance structures, these might include some contributions to village headmen for redistribution among the community; contributions to the local women's cooperative; or contributions

to other communal groups or funds.

1. 参与者的住处是否远离道路或市场？可考虑给他/她们一些常用的而他/她们又很难得到或不易携带的物品，如沉重的或体积很大的食物，或其它实用的物品。
2. 是否某些参与者有婴幼儿？可考虑婴幼儿食品、辅助食品、玩具或其它婴幼儿实际需要的物品。
3. 是否相对于个人而言，更适合对某些社区机构给予捐助，而不是（或不仅限于）向个人支付补偿？付酬方式取决于当地的社会政治治理结构，或许可以把捐助给村长，再由其在社区中分发；或捐助当地的妇女合作组织；或捐助其他社区团体和基金组织等。

See Appendix A1 ---- UNIAP Ethics Review Form for Counter-Trafficking Research for an example of a form for researchers to ensure ethical checks in their research methods.

See Appendix A2 ---- Payment Receipt with Informed Consent Statement for an example of how to incorporate informed consent language into a written payment receipt.

See Appendix A3 ---- Witnessed Verbal Informed Consent Guidelines and the following box text, regarding non-written informed consent.

见附录 A1 ---- UNIAP 反拐研究的道德审评表----确保研究人员对研究方法中的道德问题进行检查的示范表格。

见附录 A2 ---- 酬金收据和知情同意声明----将口头的知情同意以书面形式附加到酬金收据中的范例。

见附录 A3 ---- 证明口头知情同意的指导原则----阐述了证明非书面知情同意的相关事宜。

The photo in Page 23

原稿第 23 页的照片

UNIAP Lao PDR field team and local Hmong guides hike into a remote village three hours from the nearest road, with milk and heavy canned food as remuneration.

UNIAP 老挝现场调查组和当地的 Hmong 向导携带着作为报酬的牛奶和沉重的罐装食品向一个偏僻的村庄跋涉。从该村庄到最近的公路需步行 3 小时。

WRITTEN VS. VERBAL INFORMED CONSENT

Which is more appropriate, and in which situations?

书面与口头知情同意

在何种情形下，哪种方式更适当？

Witnessed verbal informed consent collects the signature of a researcher/worker witness, attesting to witnessing the informed verbal consent of a participant. Witnessed verbal consent is appropriate when working in societies with non-written languages; with illiterate populations; when taking written signatures might threaten an informal setting that must be maintained; and in situations where collecting a written signature compromises the security of the participant in a way that may harm more than it protects.

证明口头知情同意需要有作为证人的研究人员/工作人员的签名，以便为目击参与者的口头知情同意作证。遇有如下情况，适于采用证明口头同意的方式：在仅有语言而无文字的社会里工作时；工作对象为文盲时；当采用书面签名可能会对必须保持的非正式谈话氛围起破坏作用时；当采用书面签名可能会危及到参与者的安全，对其造成的伤害要大于保护时。

A “five-question verbal consent requirement” is suggested, with a witness who can attest to, and sign to, positive responses for each of the five questions:

建议询问“口头同意必问的5个问题”，对所得到的有关5个问题的肯定答复，要有证人从旁作证和签名：

* * *

1. Do you have any concerns about conducting this interview with me?
 2. Is there anyone you want to talk to before we have this interview? [Watch for fear of reprisals or concerns about the consent of others]
 3. Is this a good time and place for the interview? [Ensure convenience, relaxation, and security, including no inappropriate eavesdropping]
 4. Do you have any questions about this interview? [Ensure there are no outstanding needs or questions]
 5. Is it okay to have this interview? [Bottom-line consent]
1. 关于与我进行这次访谈，你还有什么事要考虑的吗？
 2. 在我们开始这次访谈前，你还想与什么人商量吗？（观察：是否担心报复，或在意其他人是否同意。）
 3. 这次访谈的时间和地点对你是否合适？（确保方便、放松和安全，包括避免不适当的偷听。）
 4. 关于这次访谈你还有什么问题要问吗？（确保没有特别突出的需求或问题。）
 5. 你同意接受这次访谈吗？（同意的底线）

* * *

Trafficked Persons, Publicity, and Informed Consent

MEDIA PRESENCE AT COUNTER-TRAFFICKING OPERATIONS

What is acceptable with regard to media presence in counter-trafficking research and programs?

拐卖受害人、宣传以及知情同意

媒体介入反拐工作

关于媒体介入反拐研究和项目有哪些是可以接受的？

Victims of exploitation, interview subjects, and others should always have a chance to decide, in an informed manner, whether they wish to be interviewed, photographed or to interact with media sources in any way.

遭受剥削的拐卖受害人、访谈对象以及其他相关者应当始终能够在充分知情的状况下，对于他/她们是否希望接受采访、拍照或与媒体进行任何形式的接触做出决定。

Media content and purposes should always be clearly explained. Potential risks and consequences connected to media exposure should also be examined and discussed. Journalists, researchers, NGO workers, and others should be aware that, in some cases, anti-trafficking or other victim protection laws may impose penalties on individuals who risk compromising the identity of a victim of human trafficking.

必须始终清楚地阐明媒体宣传的内容和目的。对于媒体曝光可能会产生的连带结果和潜在风险也应进行研究和讨论。记者、研究人员、非政府组织的工作人员和其他相关者应当清醒地认识到，在某些情况下，那些危及拐卖受害人的身份安全的人将会受到有关反拐或其它受害人保护的相关法律的制裁。

Although it may be obvious, it is worth mentioning that it is highly unlikely that informed consent for media coverage can be obtained from all involved parties (including victims) prior to events such as raids and rescues, or repatriations and other assisted returns. Thus, as a general rule, media should not be present at these types of operations.

尽管人们都很清楚，但仍需要指出的是：在媒体对某些事件，如搜捕和解救、遣返以及其它类型的帮助返还等反拐行动进行报道时，要想事先获得所有参与方（包括拐卖受害人）的知情同意的可能性极小。因此，按一般惯例，媒体不应该介入这类行动。

PHOTOGRAPHING & FILMING TRAFFICKED PERSONS AND OTHERS ASSOCIATED WITH HUMAN TRAFFICKING

What precautions should be taken with photographs, sound recordings, or films of trafficked persons or others associated with human trafficking?

对拐卖受害人以及其他与拐卖相关的人的拍照和录像

对拐卖受害人以及其他与拐卖相关的人的 照片、录音或录像应进行何种防范处理？

First, informed consent should be obtained before taking photographs, videos, or sound recordings of anyone associated with human trafficking, whether victims, vulnerable individuals, responders, or others.

第一、在对与拐卖人口相关的任何人（不论是拐卖受害人、易受伤害者、应答人或是其他人）进行照相、录像或录音之前，必须获得他/她们的知情同意。

Second, the identity of trafficked persons should be kept anonymous in the recordings, photos, or videos used publicly (such as in reports or on websites) through concealing identifying characteristics, particularly facial characteristics.

第二、通过遮掩身份特征，尤其是面部特征的方式，对公开使用的（如在报告中，或在网站上）有关受害人的记录、照片或录像进行处理，从而确保这些媒体资料中拐卖受害人的身份匿名。

Third, disclaimers and false names should be used to protect the identities of victims, and to clarify the identities of individuals whose identities might not be concealed. For example, persons whose faces are displayed in a counter-trafficking report or website but who are not trafficking victims or criminals could easily be wrongly assumed to be victims or criminals ---- disclaimers must be used to clarify this.

第三、必须以否认有关系和使用假名来保护受害人的身份，并且应当对个人特征未被遮掩的人的身份加以澄清。例如，某些人虽不是拐卖受害人或拐卖罪犯，但他/她们的容貌在反拐报告或网站上被展示出来，因此很容易被误认为是拐卖受害人或拐卖罪犯----必须以否认有关系来对此加以澄清。

On the other hand, filmmaker and counter-trafficking practitioner Dr. David Feingold notes the right of adult trafficked persons to tell their story if they so choose:

另一方面，身兼影片摄制人和反拐工作者的 David Feingold 博士指出：成年拐卖受害人如果愿意讲述自己的经历，那么他/她们有权这样做。

“While peoples’ identities should be protected, adults have a right to tell their stories unmediated, if they so wish and if they have an informed understanding.”

“虽然必须对人们的身份加以保护，但如果成年人在充分知情了解的情况下，希望毫无掩饰地讲述自己的经历时，他/她们有权这样做。”

4. Ensure anonymity and confidentiality to the greatest extent possible.

四. 最大程度地做到匿名和保密

Researchers and programmers should ensure confidentiality and anonymity to the greatest extent possible, and should clearly discuss these issues with participants.

研究人员和项目工作者应最大程度地做到匿名和保密，必须与参与者明确地沟通这些问题。

Protecting the identity and responses of participants is often crucial to ensuring their safety and security. At the same time, competing obligations may arise, and even the most experienced and well-intentioned researchers could be faced with ethical dilemmas in some instances, for example, concerning disclosure of program participants, research sources, and/or content to police.

保护参与者的身份及其谈话内容对于保证他/她们的安全至关重要。同时，也会与责任产生冲突，在某些情况下，即使最有经验的用心良苦的研究人员也会在道德问题上陷入进退两难的境地，例如，有关将项目参与者、研究原始资料和（或）内容透露给警察的问题。

As a general rule, confidentiality should be protected, but where an overriding ethical reason compelling disclosure arises, counter-trafficking practitioners are advised to consult professional codes of ethics. Authoritative sources include:

作为常规，必须做到保密，但也会出现一些道德与泄密相矛盾的特殊情况，如果遇到特殊情况，建议反拐工作者查阅专业的道德守则，包括：

- . Code of Ethics of the American Anthropological Association (1998)⁹;
- . Ethical Principles of Psychologists and Code of Conduct (2002) of the American Psychological Association¹⁰;
- . American Sociological Association Code of Ethics (1997)¹¹;
- . Ethical Guidelines for Good Research Practice, The Association of Social Anthropologists of the UK and Commonwealth¹²;
- . Ethical Conduct for Research Involving Humans (2005), Tri-Council Policy Statement of the Government of Canada¹³; and
- . National Statement on Ethical Conduct in Human Research (2007), Australian Research Council and National Health and Medical Research Council¹⁴.
- 美国人类学协会道德守则（1998年）¹⁵;
- 心理学家的道德原则和行为守则（2002年），美国心理学协会¹⁶;
- 美国社会学协会道德准则（1997年）¹⁷;
- 良好研究实践的道德指导原则，英国和英联邦社会人类学家协会¹⁸;
- 人类学研究的道德行为标准（2005年），加拿大政府三理事会政策声明¹⁹;
- 人类学研究的道德操守国家综述（2007年），澳大利亚研究理事会和国家卫生与医学研究理事会²⁰。

To ensure the confidentiality of participants, check your interview notes, your research instruments, your interviewee and program participant rosters, and how you discuss case elements with others:

为保证参与者信息的机密性，应检查访谈笔记、调查工具、被访者和项目参与人员花名

⁹ <http://www.aaanet.org/committees/ethics/ethcode.htm>

¹⁰ <http://www.apa.org/ethics/code2002.pdf>

¹¹ <http://www.asanet.org/galleries/default-file/Code%20of%20Ethics.pdf>

¹² <http://www.theasa.org/ethics/guidelines.htm>

¹³ http://pre.ethics.gc.ca/english/pdf/TCPS%20October%202005_E.pdf

¹⁴ <http://www.nhmrc.gov.au/publications/synopses/e35syn.htm>

¹⁵ <http://www.aaanet.org/committees/ethics/ethcode.htm>

¹⁶ <http://www.apa.org/ethics/code2002.pdf>

¹⁷ <http://www.asanet.org/galleries/default-file/Code%20of%20Ethics.pdf>

¹⁸ <http://www.theasa.org/ethics/guidelines.htm>

¹⁹ http://pre.ethics.gc.ca/english/pdf/TCPS%20October%202005_E.pdf

²⁰ <http://www.nhmrc.gov.au/publications/synopses/e35syn.htm>

簿，以及你是如何与其他人讨论案例要素的。

Ensure that the participant understands what they can expect in terms of confidentiality and anonymity, at the beginning of an interview or a program.

在访谈或项目开始时，应确保参与者了解将采取什么措施做到何种形式的保密和匿名。

- . Explain this in appropriate terms. For research, participants should understand that no one will know exactly what they answered for each question, and that no one will be able to read their responses on paper and see their name attached. For programs, anonymity over time must be safeguarded, for example by providing options for services over the phone or in an office rather than in participants' homes and communities.
- 用参与者能够理解的词语加以说明。对于研究工作，参与者应了解：没人能够确切知道他/她们对每个问题做了怎样的回答；也没人能够看到他/她们的访谈记录和所附的名单。对于项目工作，必须从始至终保证匿名，例如，参与者可以选择通过电话或在办公室获得服务，而不是在参与者的家里或社区。

Do not put all identifying information (full name, parent's names, hometown, photos, etc.) on the same sheet as responses.

不要将所有的识别信息（参与者姓名、父母姓名、居住地、电话等）与访谈记录放在同一页纸上。

- . Use number codes if necessary, with a separate sheet indicating the name associated with each code. Or, use nicknames or fictitious names. If it is not necessary to take down the full name of a respondent, do not do so.
- 必要时使用数字代号，在另一页纸上注明每个代号所代表的姓名，或者使用绰号或假名。如果没有必要记录应答人的姓名，可以不记名。

Do not discuss individual cases with anyone, including village officials, village headmen, local authorities, or any others who are not bound by the same duty of confidentiality.

不要与任何人谈论个人案例，包括村里的工作人员、村领导、地方当局，或者其他任何不受同一保密责任限制的人。

- . It is often more appropriate to speak generally only -- such as about the circumstances and phenomena of the overall situation in a community.
- 常用的较适当的作法是只进行概括性的描述 ----例如，关于社区的整体状况、环境和现象。

Alter personal details and identifying characteristics for any public presentation, of anyone who might be presumed to be a victim of trafficking.

在所有的公开宣传中，对其中有可能被误认为拐卖受害人的个人信息和特征都要进行修改或遮掩。

- . This includes names in interview information, and personal (i.e., eyes) and locational (i.e., landmarks and signs) identifying characteristics in photographs.

- 包括访谈信息中的姓名，以及在照片中的个人特点（如，眼睛）和地点（如，地界标志和标记）的识别特征。

The photo in Page 30

原稿第 30 页的照片

Two examples of appropriately altered identifying characteristics. Note that facial expressions are still apparent.

两个适当遮掩识别特征的范例。请注意她们的面部表情外观依然可辨。

Good Practice in Cambodia:

Experience-Sharing by Trafficked Persons in Public Venues

柬埔寨的良好做法

拐卖受害人在公众场合交流体验

When victims of trafficking or labor exploitation are invited to share their experiences in meetings or workshops, many in the Cambodia counter-trafficking community provide trafficked persons with the option of using booths or screens to conceal their identity, so that they can be heard but not seen by audience members.

当邀请拐卖受害人或遭受剥削者在会议或研讨会上介绍他/她们的经历时，柬埔寨的许多反拐团体提供隔间或屏风，供拐卖受害人选择用来隐蔽其身份，这样听众只能听到声音而看不到发言人。

Good Practice in Myanmar:

Returnee Support Alternatives

缅甸的良好做法

可供返还者选择的支助方式

An NGO in Myanmar providing support to returned trafficked persons and others became aware of the fact that their home visits and check-ups were leading some community members to make the assumptions that every person visited was a trafficked person. Some beneficiaries requested that the NGO staff not visit their house because of possible stigmas. In response, the NGO expanded their modes of service delivery, giving beneficiaries the choice to access services and assistance through telephone calls and appointments at the NGO's office.

缅甸的某一非政府组织向返还的拐卖受害人提供支持。该组织的工作人员随后意识到，他/她们的家访和追踪监测导致某些社区成员猜想所有的被访者都是曾被拐卖的人。有些受益人要求工作人员不要再到其家中访问，否则被访者的名誉可能受损。为解决此问题，该组织拓展了提供服务的方式，受益人可以选择通过电话联系或在该组织的办公室约会的方式，获得服务和援助。

Good Practice in Thailand:

Fictitious Names

泰国的美好做法

选编假名

Academic researchers at Chulalongkorn University interviewing trafficked persons have asked interviewees to pick a name they prefer to be called, many of whom selected names of pop stars. In addition to providing anonymity, the interviewee's fictitious name choice also provided researchers with an ice-breaker conversation about the name, to increase rapport and trust.

泰国 Chulalongkorn 大学的学术研究人员在与拐卖受害人访谈时，要求被访者任意挑选一个名字作为自己的称呼，他/她们中的许多人选择了流行歌星的名字。让被访者选编假名的方式，除了起到匿名的作用以外，还为研究人员提供了一次有关姓名的“破冰”对话，增强了相互间的友好与信任。

Good Practice in An Giang, Vietnam:

Dealing with Reports of Possible Crimes in Community-Based Research

越南安江地区（An Giang）的良好做法

有关举报犯罪嫌疑的基于社区的研究

The An Giang Dong Thap Alliance to Prevent Trafficking (ADAPT) designed household research in An Giang, Vietnam to estimate trafficking incidence in the province. The methodology included household surveys with community members in possible hotspot areas ---- members who may or may not be involved in or related to a trafficking victim or criminal.

同塔省安江地区预防拐卖联盟（ADAPT）设计了一项在越南安江地区（An Giang）的入户调查研究项目，旨在估算同塔省（Dong Thap）的拐卖案件发生率。调查方法包括在可能为案发重点的地区与社区成员一起入户调查……陪同入户的社区成员也许是或也许不是案件的参与者，或者也许是与拐卖受害人或拐卖罪犯相关的人。

Thus, ADAPT had to prepare for the possibility of reports of alleged trafficking crimes. First, in noting that they would be interviewing persons who may disclose information constituting evidence of a crime or possibly implicating them in a crime, they inserted language in their informed consent form whereby the interviewer explicitly states that if there are cases of ongoing human trafficking that the participant would like ADAPT to report to the authorities anonymously, the participant must provide ADAPT with permission to do so.

从而，ADAPT 必须做好准备，以便妥善处理可能收到的对所认为的拐卖犯罪的举报。首先，研究人员注意到：他们所访谈的人有可能会透露将可构成犯罪证据的信息，或可能使其本人牵连到犯罪案件中。因此，研究人员在知情同意表中加入了相关表述，使被访者明确声明：如果存在正在进行中的拐卖人口案件，参与者将同意 ADAPT 以匿名的方式向职能部门举报，参与者必须向 ADAPT 提供同意这样做的允诺。

Second, if there were cases to report, **they would be filed after the three-month research was completed, and at no time** would the survey forms be provided to the police. Good relations with local authorities would be established prior to research start, and forms would be kept anonymous (no nominal or address information), to minimize the chances of anonymity and confidentiality ever being compromised.

其次，如果发生了举报的案件，**有关资料将在研究项目完成 3 个月以后存档，并且无论**

何时调查表都不会提交给警察。在研究项目开始之前，要与地方当局建立良好的关系，调查表应保持匿名（无姓名或地址方面的信息），以便最大限度地降低可能破坏匿名和保密性的危险。

In the words of research team leader Lily Phan,

“Protecting the identity of the interviewees is very important to us. After all, it is based on this trust that we are able to get information from them in the first place.”

研究项目小组领导 Lily Phan 说：“对于我们来说，保护被访者的身份非常重要。毕竟，只有在这样信任的基础上，我们才有可能从人们那里获得第一手信息。”

5. Adequately select and prepare interpreters and field teams.

五. 慎重选择翻译人员和工作组，并保证所有人员事先做好充分准备

Review Appendix A 4 ---- UNIAP Do's and Don'ts in the Field, and then:

参阅附录 A 4 ---- UNIAP 现场工作的“应做”和“不应做”事项

- Ensure that all interpreters and field staff are oriented and trained to follow these guidelines for the conduct of interviews and programs.
- 根据访谈和实施项目的有关指导原则，确保所有的翻译人员和现场工作人员都受到了相关的指导和培训。

- With your entire team, review the guidelines and discuss with your field teams how the guidelines might be relevant to the situation you in which you will be working.
- 与研究组的全体成员一起回顾指导原则，并与现场研究小组讨论如何结合各自工作现场的可能状况运用这些指导原则。

- Clearly discuss the vocabulary that will be used for technical and/or sensitive topics, in English and/or the local language as appropriate.
- 清楚地讨论确定应在访谈中使用的涉及专业性和（或）敏感性话题的词汇，包括英语的和（或）在适当情况下当地语言的合适词汇。

- Work out seating arrangements for the interviewee or participant in relation to the primary interviewer, interpreter, note-taker, secondary interviewer, and anyone else involved (though there should not be a crowd of people around the interviewee/participant!).
- 根据被访者或参与者与主要访谈人、翻译人员、记录员、次要访谈人及其他相关的参与人的关系，确定访谈座位的安排。（不应该有人群围在被访者/参与者的周围！）

- Snacks, drinks, toys, or other props might be appropriate: purchase and prepare beforehand.
- 访谈时备一些小吃、饮料、玩具或其它小道具会比较恰当：应事先采购和准备好。

- If interview ‘observers’ are present (sometimes these will be unavoidable, such as interested relatives or government minders), it is essential to discuss potential issues and contingencies

- with your team beforehand.
- ☑ 如果访谈时有“旁观者”出现（有时这是不可避免的，例如对此感兴趣的亲戚或政府有关人员），对于这些潜在的问题和可能发生的意外事件，最重要的是应事先与你的访谈小组对此进行讨论，做到有备无患。
 - ☑ Walk through other potentially difficult scenarios and obstacles, taking the time to carefully observe, train, and test all interpreters and field team members to ensure that they are able to respond appropriately to a possible emergency.
 - ☑ 将其它潜在的困难和障碍梳理一遍，花时间认真考察、培训、检验所有的翻译人员和现场研究小组的成员，确保他/她们对可能出现的紧急情况能够做出适当的处理。
 - ☑ Devise eye contact and other signals between team members to ensure that multiple interviewers and interpreters maintain an optimal interpretation and questioning pace. Take care to ensure interviewers and interpreters stay neutral, keep each other on topic, and do not overtalk. Ensure that team members know how to signal to each other if there is an urgent problem.
 - ☑ 设定小组成员间使用的目光联络和其它联系信号，以确保在访谈人和翻译人员多人之间保持最佳的口译和提问速度。需注意：访谈人和翻译人员应确保中立态度，相互紧扣主题，讲话不要过多。确保在出现紧急问题时，小组成员知道该如何发信号相互通告。

Two photo in Page 34

原稿第 34 页的两张照片

UNIAP and UNDP Myanmar field teams review methods and possible issues (left) before conducting focus groups in target villages (right).

UNIAP 和联合国开发计划署缅甸现场调查小组工作人员首先在一起研究调查方法和可能出现的问题（左），然后在项目目标村进行专题小组讨论（右）。

Review the sample fieldwork photos below and ensure that your team carefully considers seating arrangements and body language ---- including key interviewers, secondary interviewers, note-takers, interpreters, and photographers.

查看下面的现场工作照片样本，确保调查小组认真考虑有关座位安排和肢体语言的问题----包括主要访谈人、次要访谈人、记录员、翻译人员和摄影师。

SMALL, INFORMAL FOCUS GROUP DISCUSSION

The left photo in Page 35

原稿第 35 页的照片（左）

- . The key interviewer (adult woman, right) is sitting at the same level as the participants (four girls, left), and is sitting close to them.
- . There is good eye contact between the interviewer and the girls, with an engaged but neutral facial expression, and body language oriented toward the girls.
- . The interpreter is sitting immediately to the interviewer's left (out of the photo), so that the participants can look to both interviewer and interpreter in the same direction.

非正式的小型专题小组讨论

- 主要访谈人（右边的成年妇女）与参与者们（左边的 4 名女孩儿）坐在同一水平上，并坐得很靠近。
- 访谈人和女孩儿间有很好的目光接触，访谈人的面部表情中透着关注而又中立的神情，她的肢体语言是面对那些女孩儿们。
- 翻译人员坐在紧靠访谈人的左边（照片之外），因此参与者们朝一个方向即可同时看到访谈人和翻译人员。

The right photo in Page 35

原稿第 35 页的照片（右）

Photo credit: Mark Taylor Mark Taylor 摄

COMPLEX FOCUS GROUP EXERCISE

- . The exercise facilitators (four women at the table) are numerous enough to ensure that the rules of the card game-based exercise are clear to all participants (five men), and that each participant is engaged and responding in line with his own individual perceptions and ideas.
- . The relatively complex process is captured by a note-taker (woman, right) standing on the side, so that the facilitators can focus their attention on the participants.

复杂的专题小组练习

- 小组练习助理员（桌边的 4 名妇女）的数量需足够多，以便保证所有的参与者（5 名男人）能够清楚地掌握卡片游戏式练习的规则，使每个参与者都能投入游戏，并有秩序地根据自己的个人理解和想法做出反应。
- 这一相对复杂的过程由站在旁边的记录员（右边的妇女）及时记录下来，从而使助理员可以将她们的注意力集中在参与者身上。

The right photo in Page 36

原稿第 36 页的照片

Photo credits: Lisha Li Lisha Li 摄

SMALL GROUP DISCUSSION WITH OBSERVERS

- . This small group interview took place in a village during a seasonal lull in labor; thus there were many people around who were interested in observing the small group interviews but who were not directly involved in the discussion. Sometimes this is unavoidable.
- . The field team aimed to minimize sensitive information discussed and created a more closed discussion environment in the seating arrangements. The participants were at the center of this arrangement (man in dark shirt and man with scarf, inset photo), with the key interviewer between them (man at far right, inset photo). The secondary interviewer and note-takers (four people grouped at left of inset photo) were close to the participants, and also formed a barrier between the participants and the group of observers behind them.

有围观者的小组讨论

- 这个小组访谈是农闲期间在某个村里进行的，因此有许多人围在旁边，他们对观看小组访谈很感兴趣，但不愿意直接参与讨论。有时这种情况是不可避免的。
- 现场工作组通过就座方式的安排，使所讨论信息的敏感性最小化，并创造了一个相对封闭的讨论环境。被访者被安排坐在中间（穿深色衬衫的男人和带围巾的男人，见内嵌式照片），主要访谈人（最右边的男人，见内嵌式照片）坐在被访的两人之间，次要访谈人和记录员（内嵌式照片左边的 4 人组）坐在靠近被访者的位置，同时将被访者和身后的旁观人群隔开，在两者间形成了一道屏障。

Debate: The “NGO’ing” of Research

RESEARCH ACCESS VS. RESEARCH QUALITY

**Who should be conducting counter-trafficking research:
those with the community access and commitment, or those with the research training?**

争论：研究的“非政府组织化（NGO’ing）”

研究的可近性与研究质量

**应该由谁进行反拐研究：
由接近并置身于社区的人，还是由在研究上训练有素的人进行？**

The issue of who should be conducting counter-trafficking research has been hotly contested in the counter-trafficking sector for years, and was even a subject of debate during the drafting of this Ethics Guide.

应该由谁进行反拐研究的问题是数年来在反拐领域中争论不休的热点问题，甚至也是本道德规范指南起草过程中的辩论题目。

Often, the options available have been presented in a **black-and-white** manner: on the one hand, there are academically trained experts who are independent consultants or from academia, with the training in quantitative and qualitative data collection and analytical skills needed to design and conduct rigorous counter-trafficking research. Academically trained researchers often have experience in ethical conduct checks and human subject research reviews as well.

通常，人们可以做出的选择在某种意义上来说是**非黑即白**的：一方面，我们拥有学术上训练有素的专家，他们不论是独立的专业顾问还是来自于学术界的专家学者，均具有定性和定量数据收集与分析的技能，即具有设计和实施严密的反拐研究所需的技能。学术上训练有素的研究人员常常具备道德操守检验以及人类学问题研究审评方面的经验。

On the other hand, there are NGOs with a presence in the locality and access to local populations, but whose staff often lack the training to conduct rigorous research using systematic sampling frames and analytical frameworks that allow for extrapolation and generalization from research

findings. NGOs also often lack experience in ethical conduct checks; proper data storage; and testing, refinement, and documentation of instrumentation and methodologies for replicability.

另一方面，我们拥有接近当地民众的地方非政府组织，但这些组织的成员往往缺乏训练——即在使用系统抽样设计和分析框架进行严密的科学研究，并根据研究结果进行推断和概括方面缺乏训练。非政府组织通常还缺乏一些相关经验，即缺乏道德操守检验；适当的数据存储；以及对手段/措施和方法学的可重复性进行检验、改进并编集成文等方面的经验。

Since the NGO world has the corner on a large percentage of human trafficking program implementation around the world, NGOs are sometimes assumed to be qualified to do trafficking research of any kind, even if they lack the technical expertise to do so. This concerning assumption often results in so-called research initiatives, often with no ethical checks, that are in reality little more than non-representative situation analyses unsuitable for informing national-level or higher-level program design or policymaking.

由非政府组织开展的反拐项目在全世界的项目中占有很大的比例，因此有时人们设想非政府组织即使缺少进行科学研究的专业技术，但仍然有资格开展任何种类的拐卖研究。这种假设常常导致一些所谓研究项目的开展，这类研究一般没有道德检验，事实上几乎与无代表性的状况分析毫无差别，其所得结果根本不适于作为国家层面或更高层面的规划设计或决策的参考依据。

However, does this mean that we need more academically trained researchers and consultants in the counter-trafficking sector? While many are appropriately trained, some are not: having an academic background does not guarantee the skills and ethical instinct needed to conduct successful counter-trafficking research. Even with proper training, without local ties and rapport with the community, academics ‘parachuting in’ to communities simply may not be able to collect good information due to lack of trust or local understanding.

然而，这是否就意味着我们需要更多在学术上训练有素的反拐领域研究人员和专家学者？他们中不少人受过适当训练，而也有些人却没有受过：具有学术背景，并不能保证具备成功进行反拐研究所需的技能和道德本能。即使受过适当训练，但缺少与当地社区的亲密与和谐的关系，这些学者犹如“乘降落伞空投”进社区，由于缺少当地人的理解和信任，也就不可能收集到真实可靠的信息。

Over the past ten years or so, the amount of systematic and replicable research within the human trafficking sector has grown, but the overall proportion of studies based on rigorous, refined research methodologies is woefully small. Likewise, data and statistics on human trafficking continue to be poor, and few countries publish reliable national figures and trend data on human trafficking that can truly be substantiated. Somehow, this must be rectified, and the way forward will probably ---- depending on the location ---- involve more innovative solutions such as academic-NGO joint research teams; research capacity building among NGOs and/or trafficked persons; and support to longer-term academic studies on human trafficking that allow for academic teams to establish long-term relationships and rapport with hotspot communities, community leaders, and NGOs.

过去的十多年来，反拐领域可复制的系统的研究项目的数量不断增多，但以严格缜密的科学方法学为基础而开展的研究项目的总体比例却少得令人悲哀。同样，有关人口拐卖的数

据和统计工作始终欠缺,几乎没有哪个国家公布过可靠的能够切实得到验证的全国拐卖人口数据和趋势信息。无论如何,必须扭转这种局面,具体的推进措施(取决于不同地区)可能包括更加创新的解决方案,例如,建立学术界-非政府组织联合调研组、加强非政府组织和/或被拐卖者的研究能力的建设,以及支持开展有关拐卖人口的长期学术研究,从而使得学术队伍能够与重点区域的社区、社区领导人和非政府组织之间建立起长期的和谐关系。

6. Prepare referral information, and be prepared for emergency intervention.

六. 提前准备可能会需要的参考信息, 并做好应对紧急情况的准备

Be prepared for the 8 possible situations below ---- and more.

做好准备以应对以下 8 种 (以及更多的) 可能发生的情况。

Consult with local counter-trafficking practitioners and community members to collect appropriate referral information, and understand how to be well-prepared for emergencies such as if the participant:

向当地反拐工作者和社区成员咨询,收集适当的综合信息,了解如何做好充分准备以应对紧急情况,例如,如果参与者:

1. Looks ill or physically abused.

1. 看上去有病或身体受到虐待。

Ascertain if the person is in need of medical assistance through conversation and questions. If the person declines, but it is apparent that this need exists (signs of fever, trauma, disorientation, bruising, etc.), a medical professional should be sought immediately. Individuals might want to avoid attention from medical personnel. This might be caused by embarrassment; fear of what the treatment might be (such as needles); wanting to avoid any further contact with those outside his/her support circle; or fear that if abuse is identified and documented, others might be implicated, bringing negative outcomes at a later time.

通过交谈和询问,判断对方是否需要医疗帮助。如果对方拒绝,但明显存在这方面的需求时(具有发烧、外伤、丧失方向感、瘀伤等迹象),应立即寻找专业的医务工作者。有些人可能想避开医护人员的注意,其原因可能有:感到困窘;害怕可能采取的治疗手段(如打针);想避免与他/她的支持圈子以外的任何人做更多接触;或者担忧如果虐待一旦被证实并记录在案,其他人可能会受到牵连,会给以后带来不利后果。

2. Shows signs of extreme mental or emotional distress.

2. 显现精神和情绪极度悲痛的迹象。

Ascertain the person's present mental and emotional state through conversation and questions. Signs of disorientation, confusion, paranoia, depression, or anger can often be detected with limited effort. The person's state of mind could be the result of excessive abuse, stress, depression, fear of reprisals, and/or substance abuse. Under these circumstances, attempts should be made to seek immediate psychosocial support by a trained professional. Prior to any interview, seek and plan options to address this emergency beforehand.

通过交谈和询问，判断对方所呈现的精神和情绪状况。通常只要稍作努力，就可以发觉对方的丧失方向感、混淆、妄想、沮丧或愤怒等迹象。造成这种精神状态的原因可能有：重度虐待、压迫、沮丧、担心报复和/或身体上的虐待。在这样的情形下，应立即寻找受过训练的专业人员给予心理疏导。在开始任何访谈前，应预先寻找并安排妥善处理这类紧急状况的可供选择的解决办法。

3. Asks to call his/her family, or asks you to call his/ her family.

3. 要求给家人打电话，或要求你给他/她的家人打电话。

Try to accommodate this request if possible. Having on-hand a mobile phone with long-distance capability can be useful. Prior to the call, clarify with the person what information he/she wants to pass on to family members. This helps to ensure that the intended message is not lost or forgotten in the emotions that the call might precipitate. Ideally, it is best that the person makes the call himself/ herself.

在可能的情况下，应尽量满足这种要求。随身携带可以打长途电话的手机，将会很有帮助。在打电话之前，帮助对方理清他/她想向家人们传递的信息。这将有助于确保准备传递的信息不致由于通话引起的情绪陡变而丢失或忘记。理想的做法是，最好由本人给他/她的家人打电话。

4. Asks for help returning home, begs you to take them with you, tells you they do not feel safe or secure, or does not have a safe place to sleep.

4. 要求帮助返乡，请求你把他/她带在身边，向你述说他/她感到不安全或不踏实，或是没有安全的地方可睡觉。

Prior to any interview session, discuss options to address the possibility of these requests being made. Consider any request for assistance of this type important, and act on it immediately. Action could be through support provided by either the local authorities or a selected NGO/CBO. Determine beforehand which agency or organization is capable of reliably providing the assistance that might be required.

在开始访谈前，讨论解决这些可能出现的问题的不同选择方案。对任何请求给予这类重要援助的要求加以考虑，并立即采取行动。可在当地政府或选定的非政府组织/基于社区的团体所提供的支持下，采取行动解决问题。事先应确定哪个机构或组织有能力向我们可靠地提供所需的必要援助。

5. Tells you they need to pray but is not allowed to practice their religion.

5. 告诉你：他/她们需要祈祷，但不允许其进行宗教活动。

If this request is made, determine why prayer has not been possible. Based on the responses, seek a solution that respects the person's right to practice his/her religion. Have referral information on hand.

如果提出这样的要求，应了解为什么不能进行祈祷。根据得到的回答，寻求解决办法，应尊重他/她们进行宗教活动的权利。手边要有综合性的参考信息。

6. Asks for food or money, or for food for his/her baby.

6. 要求提供食物或钱，或为他/她的婴幼儿提供食物。

If food is sought for the participant and/or his/her baby, this should be provided upon request. It is normally easy to acquire food in any given situation, and the interview could be conducted over a meal. If money is requested, make the determination based on the compensation agreed upon prior to the interview.

如果要求为参与者本人和（或）他/她的婴幼儿提供食物，应根据要求满足其需要。不论在何种情形下，通常很容易获得食物，同时访谈可以在用餐的过程中进行。如果要求提供钱，应根据访谈前所议定的补偿协议加以处理。

7. Tells you they were rescued in a raid or initially arrested and ended up being forced to leave a baby behind, to leave the door to their house unlocked, to leave their valuables or documents behind, etc.

7. 告诉你：他/她们在一次搜捕行动中获得解救，或最初他/她们被逮捕，到后来被强迫与他/她们的婴儿分离，离开时家门没有上锁，他/她们的贵重物品和/或身份证件等都丢在家里，等等。

Try to assist them if possible. First speak with the shelter personnel or the authorities of where they are being held to determine if there are procedures in place to resolve these problems. Determine the circumstances of the situation, and assist them in contacting a trusted family member or neighbor that could help look after their baby or property, if possible.

在可能的情况下，尽量帮助他/她们。首先，向庇护所的工作人员或他/她们被拘捕地的负责官员说明情况，以确定是否有解决这些问题的有效方法。了解这一事件的详情，帮助他/她们与其信任的家庭成员或邻居联系，在可能的情况下让他们帮忙照看家中的婴儿或财产。

8. Says they were beaten, raped, or abused by the police, shelter staff, their employer, or other authorities; or was forced to have a body inspection or HIV test.

8. 述说他/她们遭到警察、庇护所工作人员、雇主或其他当职官员的殴打、强奸或虐待，或被迫进行身体检查或艾滋病检验。

The details of this violation should be documented. Discuss with the person what he/she would like to do ---- pursue the case, or not? Be sure to not raise expectations, but respect the wishes of the individual. Before sharing case information with the local authorities, if agreed by the victim, have a discussion among trusted informants to determine the most appropriate agency to which to report the violation. This might include the local police, an NGO that focuses on human rights violations, or a national department or agency that addresses cases against the police. The determination should be made based on the local context, for example, whether there is an existing history of corruption, misuse of power, threats, or risk of reprisal after your departure.

应将这些侵害行为的详情记录在案。与该受害人讨论他/她希望怎么做----是继续追踪此案，或是不再追究？必须注意不要使他/她们产生过高的期望值，但要尊重其个人的意愿。与地方当局交流案件的信息之前，如果得到受害人的同意，可与其所信任的有关人员一起讨论，以便确定可受理此暴力案件举报的最合适的机构。该类机构可能包括：当地的警察，关注侵犯人权问题的非政府组织，政府部门或处理涉及警察的案件的机构。必须根据当地实际情况做出决定，例如，是否存在腐败、滥用职权、恐吓的历史记录，或是否当你离开后会有

报复的风险。

Be prepared! Common emergencies encountered in counter-trafficking programs and research.

做好准备！应对在反拐项目和研究中常见的紧急状况。

1. Research or program monitoring visits to any victim protection program (shelters, alternative livelihood training programs) can yield emergencies. Always be prepared for encounters with inadequate shelter facilities and services, and try to have the space for private conversations with some of the victims without close supervision by the program manager or other authority. Trafficked persons are also sometimes entered into alternative livelihood programs before they are psychosocially prepared for the work and the environment; be vigilant for signs of distress.
2. 当进行研究或项目监测工作，访问任何一个拐卖受害人保护项目时（庇护所、任择谋生技能培训项目）都会遇到紧急情况。要时刻做好准备，应对所遇到的庇护所设施不完备、服务不适当等问题，要努力安排好不受项目主任或其他权威人士监督的适当地方，以便与受害人进行私密谈话。有时拐卖受害人在尚未做好开始工作和适应新环境的心理准备之前，就去参加谋生技能培训项目，此时要关注他/她们身上可能出现的痛苦迹象。
3. Prison interviews with convicted traffickers may uncover where trafficked persons, scapegoats, or the innocent may be imprisoned due to corruption or some other weakness in the criminal justice response. Be prepared to document and deal with such cases.
4. 与被定罪的人贩子进行监狱访谈时，可能会暴露某些拐卖受害人、替罪羊，或清白无辜者的下落，而他们可能由于腐败或其它某些司法审判中的薄弱环节而遭受监禁。要做好准备应对这样的案例并准备相关文件。
5. Post-return or post-intervention victim tracing and follow-up can uncover how the trafficked person's life may still be fraught with challenges and threats. Be prepared to deal with requests for assistance with stigma, unemployment, cash shortfalls, debt, psychosocial troubles, marital or family troubles, or other issues which may or may not be connected to assistance received at some point.
6. 受害人返还后或干预后的追踪监测和后续工作，可能会揭示拐卖受害人的生活仍然充满了挑战和威胁。要做好准备，应对各种请求援助的要求：如名誉受损、失业、缺少现金、债务、心理问题、婚姻问题或家庭烦恼，以及其它与所接受的援助相关或不相关的问题。
7. Any visit to a hotspot community (source or destination) by a known counter-trafficking agency may leave a footprint of stigma, reprisal, or some other negative impact. Mitigate the potential of this negative impact by desensitizing community leaders and members to the nature of the visit as much as possible and appropriate. Develop a means to check up on this, whether through follow-up field visits or phone calls.
8. 由大家熟知的反拐机构对重点地区（输出地或接收地）所作的任何访问，都可能会留下名誉受损、报复的迹象或其它一些负面影响。可以通过尽可能适当地淡化社区领导人以及社区成员对访问的敏感性，以减小此类潜在的负面影响。寻找一种方法对此进行检查，比如是否可采取后续现场访问，或是电话随访的方式。

7. Do not hesitate to help others: put your information to good use.

七. 毫不犹豫地帮助他人：使你的信息得到充分利用。

What is the most good that can come from your counter-trafficking research or program?

源自于反拐研究或项目的最佳做法是什么？

For research, consider……

对于研究，可考虑……

- Informing participants of the eventual results and next steps.
- Feeding your findings, with clear and practical recommendations, to development partners who could improve their interventions from learning from your findings.
- Training local researchers, academic institutions, and NGOs on your field and analytical methods, so that they can continue and/or expand more rigorous and ethical approaches where appropriate.
- Publishing in international and local publications, and give presentations on results in international and local fora.
- 告知参与者最终结果和后续工作步骤。
- 研究结果报告中应包括明确的实用性建议，这样发展工作的其他伙伴可以通过学习你的研究结果而改进他们的干预工作。
- 对当地的研究人员、学术机构和非政府组织进行有关现场工作和分析方法的培训，使他/她们能够在适当的情况下继续并（或）发展更加严格和符合伦理道德的做法。
- 出版国际的和当地的出版物，在国际和当地论坛上介绍研究结果。

For programs, consider……

对于项目，可考虑……

- Conducting honest, independent evaluations and impact assessments, and widely share good and bad practice with development partners, donors, and governments.
- Asking the participants and beneficiaries to evaluate the effectiveness of the program, and request their advice about how it could have been improved.
- Replicating and expanding that which is demonstrated empirically to have had a positive impact, and revise or discontinue those aspects that do not.
- 进行公正而独立的评估和影响评价，与发展工作伙伴、捐助方和政府广泛交流工作中的成功经验以及失败的教训。
- 要求参与者和受益人对项目的效果进行评估，征求他/她们关于如何改进工作的意见和建议。
- 复制并推广那些被经验证明具有良好影响的项目，调整或终止那些效果不好的项目。

The photo in Page 45

原稿第 45 页的照片

China Government delegation discusses the results of an anthropologist's recent research findings regarding child sex tourism in Asia.

中国政府代表团正在讨论人类学家所做的有关亚洲儿童性旅游的最新研究结果。

Appendix

Tools to incorporate ethical standards into counter-trafficking research and programs

United Nations Inter-Agency Project on Human Trafficking Phase III: 2007-2010

ETHICS REVIEW FORM FOR COUNTER-TRAFFICKING RESEARCH

Instructions to UNIAP-supported researchers

附录

将道德标准融入反拐研究和项目实施中的工具

联合国反对拐卖人口机构间项目 第 III 阶段：2007—2010 年

反拐研究的道德审评表

对 UNIAP 所支持的研究人员的几点说明

1. Carefully review the 2008 UNIAP Guide to Ethics and Human Rights in Counter-Trafficking, with particular attention to the seven UNIAP Guiding Principles on Ethics and Human Rights in Counter-Trafficking.
2. Review your own research methods, and reflect on the security and ethical checks and considerations that are required for your research.
3. Complete this form and submit to UNIAP according to the deadline outlined in the cover letter attached to this Guide, using as much space as you need and noting the required attachments: informed consent forms in English and local language (Question 3).
4. Respond to further ethics-centered inquiries from UNIAP if required.

Many thanks from the UNIAP Team!

1. 认真回顾 2008 年 UNIAP 的“反拐工作中的道德规范与人权指南”，尤其要注意 UNIAP 反拐道德与人权的 7 项指导准则。
2. 回顾自己的研究方法，根据安全与道德检查表进行反思，并将此作为研究中所必须遵循的准则加以考虑。
3. 填写此表格，并根据本“指南”附信中所定的最后期限提交 UNIAP。篇幅大小依你的需要而定，同时注意附上规定的附录：英文和当地语言的知情同意表（问题 3）。
4. 在必要情况下，回答来自 UNIAP 的有关道德的进一步询问。

UNIAP 团队在此表示衷心的感谢！

GUIDING PRINCIPLE 1.

DO NO HARM: BE COMPASSIONATE BUT NEUTRAL.

指导准则一.

不伤害：富于同情心但保持中立立场

Question 1: What security, emotional, or other risks do you anticipate facing in your interviews with possible victims of trafficking (or persons related to human trafficking)? Please describe the physical environment in which you anticipate interviewing these persons, the anticipated risks, and your plan for mitigating risks.

问题 1：在你和疑似拐卖受害人（或与拐卖相关者）的访谈中，你预期参与者会面临什么样的安全、情感或其它风险？请描述你准备与这些人访谈的具体环境，预期风险，以及你的关于减小风险的方案。

[Insert your response here, using as much space as you need]

（请在此处插入你的回答，空间大小依你的需要而定。）

GUIDING PRINCIPLE 2.

PRIORITIZE PERSONAL SAFETY AND SECURITY:

IDENTIFY AND MINIMIZE RISKS.

指导准则二.

以个人安全与保障为优先：了解并最大程度地减少风险

Question 2: Please describe security risks and dangers you may potentially encounter and your plan for minimizing these risks. Please also describe your plans for responding to potential security emergencies.

问题 2：请描述你可能会遇到的潜在的安全风险与危险，以及你关于减小这些风险的方案。并请说明，你对潜在的紧急安全事件的应对计划。

[Insert your response here, using as much space as you need]

（请在此处插入你的回答，空间大小依你的需要而定。）

GUIDING PRINCIPLE 3.

GET INFORMED CONSENT, WITH NO COERCION.

指导准则三.

不使用强迫手段获取对方的知情同意

Question 3: Please describe how you will remunerate participants, and the rationale behind the remuneration. Attach the informed consent forms you will use in English and local language.

问题 3：请描述你将如何酬劳参与者，以及付酬的基本原理。请附上你将使用的英文和当地语言的知情同意表。

[Insert your response here, using as much space as you need]

（请在此处插入你的回答，空间大小依你的需要而定。）

GUIDING PRINCIPLE 4.

ENSURE ANONYMITY AND CONFIDENTIALITY TO THE GREATEST EXTENT POSSIBLE.

指导准则四.

最大程度地做到匿名和保密

Question 4: Please describe the assurances concerning confidentiality and anonymity you plan to

give to research participants. Provide details on any limitations you foresee concerning your ability to maintain confidentiality and anonymity. Please also describe your data collection and storage system, and how it ensures anonymity and confidentiality.

问题 4: 请描述在有关匿名和保密方面, 你打算给予研究参与者什么保证。你预见在保持匿名和保密性方面你的能力有什么局限性, 提供有关局限性的详细资料。并请描述你的数据收集和存储系统, 以及该系统如何确保匿名和保密性。

[Insert your response here, using as much space as you need]

(请在此处插入你的回答, 空间大小依你的需要而定。)

GUIDING PRINCIPLE 5.

ADEQUATELY SELECT AND PREPARE INTERPRETERS AND FIELD TEAMS.

指导准则五.

慎重选择翻译人员和工作组, 并保证所有人员事先做好充分准备

Question 5: Please describe the criteria and process by which you will select, hire and train your interpreters and field team. Provide details about the number of people on your team, their titles and responsibilities, their credentials, and chain of authority.

问题 5: 请描述有关选择、聘用和培训翻译人员和现场工作小组的标准和程序。提供如下详情: 你的工作小组的人数、小组成员的职称与职责、他们的证书, 以及一系列职权。

[Insert your response here, using as much space as you need]

(请在此处插入你的回答, 空间大小依你的需要而定。)

GUIDING PRINCIPLE 6.

PREPARE REFERRAL INFORMATION, AND BE PREPARED FOR EMERGENCY INTERVENTION.

指导准则六.

提前准备可能会需要的参考信息, 并做好应对紧急情况准备

Question 6: [If interviewing trafficked persons] Will you be interviewing victims of trafficking who might still be in the harm environment? If so, please describe how you will handle emergency situations such as discovering extreme abuse, or receiving requests for urgent assistance or rescue.

[If interviewing relatives, neighbors, or others possibly associated with trafficked persons]

Will you be interviewing persons who may disclose information constituting evidence of a crime, and/or possibly implicating themselves in a crime? If so, please describe how you will handle such information, and explain what you would do if the police asked for such information from you or your research team.

问题 6: (如果与被拐卖人进行访谈) 你将要访谈的拐卖受害人是否仍处在有害的环境中? 如果是, 请描述你将如何处理紧急情况, 例如: 发现极端恶劣的虐待, 或接到要求紧急援助或解救的请求。

(如果与拐卖受害人的亲戚、邻居或可能与其有关联的其他人进行访谈)

你将要访谈的人是否有可能透露可构成犯罪证据的信息, 并(或)有可能使他/她们自己牵连到犯罪案件中? 如果是, 请描述你将如何处理这类信息, 同时说明如果警察向你或你的研究小组询问此类信息, 你将怎样做。

[Insert your response here, using as much space as you need]

(请在此处插入你的回答，空间大小依你的需要而定。)

GUIDING PRINCIPLE 7.

DO NOT HESITATE TO HELP OTHERS: PUT YOUR INFORMATION TO GOOD USE.

指导准则七.

毫不犹豫地帮助他人：使你的信息得到充分利用

Question 7: Please describe how you plan to maximize the positive impact that your research results have on the intended beneficiaries.

问题 7：请描述你打算如何使研究结果对目标受益人群产生的正面影响最大化。

[Insert your response here, using as much space as you need]

(请在此处插入你的回答，空间大小依你的需要而定。)

Appendix A 2

Payment Receipt with Informed Consent Statement

附录 A 2 .

酬金收据和知情同意声明

The following template is an example of how payment receipts to participants can be combined with informed consent statements, so that only one form and one signature is required of the participant ---- and the signature ensures that the participant only accepted the compensation after fully understanding and consenting to the interview or program.

以下样板格式是如何将参与者的酬金收据和知情同意声明结合在一起的范例，这样只需一张表格和参与者的一次签名即可取得一举两得的效果。同时，这一签名可确保参与者只有在充分理解并同意参与访谈或项目之后，才接受补偿费。

- . The signature must be obtained before the interview or program, not after.
- . If the participant cannot read the form, or has difficulty in doing so, read it to them and follow witnessed inform consent guidelines (Appendix A 3).
- . When the participant signs the sheet, there should be no other participant names or signatures on the sheet ---- one consent form and name per slip only.
- . Ensure that it is clearly understood that the person is not expected to do anything other than tell the truth ---- they are not expected to be able to tell a story or provide any sort of particular information in exchange for compensation.
- 必须在访谈或项目开始之前获得参与者的签名，而不是之后。
- 如果参与者不能阅读表格，或者这么做有困难时，可依据“证明口头知情同意的指导原则”（附录 A 3），将表格内容读给他/她们听。
- 当参与者在声明上签字时，同一页上不得有其他参与者的姓名或签字……每页纸只能有一份声明表和一个名字。
- 确保参与者非常清楚地理解：除了讲真话以外，不需要他/她们做其它任何事情……不希望他/她们为了作为对补偿的交换，而编造故事或提供任何种类的其它特殊信息。

UNITED NATIONS INTER-AGENCY PROJECT ON HUMAN TRAFFICKING

DATE:

LOCATION:

I acknowledge receipt of [insert compensation] for my time speaking with
..... [insert names of interviewers], who work with [insert affiliation] and are
interested in [insert the purpose of the research].

I understand that I will only answer the questions that I want to answer. I am only expected to
answer the questions honestly, and if I want to skip a question or end the interview, I will tell the
interviewer. If I have any further questions or concerns about the interview, I will contact the
interviewer by [insert contact information].

Printed name

Signature or thumbprint

**联合国反对拐卖人口机构间项目
酬金收据和知情同意声明**

日期:

地点:

兹证明收到 [填写补偿金额] 作为我与 [填写来访者的
姓名]和随同人员 [填写随同人姓名] 访谈花费时间的补偿,此次访谈的目的
是 [填写研究的目的]。

我知道: 我将只回答我愿意回答的问题; 只要求我能够诚实地回答问题; 如果我不想回
答某个问题, 或想要结束访谈, 我将告诉来访人员。如果我对访谈有任何其它问题或进一步
的想法时, 我将与来访人员联系, 联系方式 [填写联系方式]。

姓名 (打印)

签字或手印

Appendix A 3

Witnessed Verbal Informed Consent Guidelines

附录 A 3 .

证明口头知情同意的指导原则

Purpose: The purpose of the Witnessed Verbal Informed Consent procedure is to ensure that the respondent (who may be illiterate, nervous, frightened, or feeling under pressure) gives full, free, and fully-informed consent to the interview.

目的：“证明口头知情同意”的目的是确保被访者（该人可能是文盲，也可能处于精神紧张、受到惊吓或感到压抑的状态）能够对访谈给予完全自由的充分知情的同意。

Instructions:

说明:

- . Ideally, this form should be memorized and told verbally to the respondent to maintain informality and rapport.
- 理想的做法是将该表内容记熟，口头告知被访者，以保持气氛的宽松与和谐。
- . If the respondent wishes to postpone, change the venue, or not conduct the interview, this should be respected.
- 如果被访者希望推迟访谈时间、改变访谈地点，或不接受访谈，应尊重其意见。
- . The interview should be conducted only if the respondent gives full and knowledgeable consent.
- 只有在被访者完全和充分知情同意的情况下，才可以进行访谈。
- . If possible, another interviewer or a person whom the respondent trusts should be present to witness the Verbal Informed Consent procedure. A person in authority should not be present, as this might unduly influence the respondent to grant an interview.
- 如有可能，另一名访谈人或被访者所信任的人应介入，以便为口头知情同意的过程作证。当权人士不应在场，因为他们可能会过分地影响被访者接受访谈。
- . The other interviewer does not need to be present for the interview which follows this procedure. After the interview is over, and the respondent has departed, both persons sign a copy of this consent form. The form is then attached to the interview guidelines or notes.
- 另一名访谈人在为口头知情同意的过程见证后，不需要参与随后的访谈。当访谈结束，被访者离开后，两名访谈人再在口头知情同意表上签字，并将该表附在访谈指导原则或访谈记录的后面。

Introduction

Hello, My name is I am a here at

自我介绍

你好，我的名字叫.....，我是.....，在这儿.....。

Explanation of the interview process

We would like to take a half-hour of your time, and ask you some questions about [explain what the interview is about]. While we are talking, if you want to stop the interview at any time, please say so and we will do that.

讲解访谈的过程

我们想占用你大约半个小时的时间，向你问一些有关.....的问题（解释访谈所涉及的事情）。在我们交谈的过程中，不论什么时候如果你想停止谈话，请告诉我们，我们

会结束访谈。

Reason for the interview

We are doing this interview so that

[explain the reason for the interview].

访谈的原因

我们进行这次访谈，以便

（说明访谈的原因）。

Contents of interview

These are the things we would like to ask you:

[provide a general summary of the questions]. We will not ask you about

..... [explain what will not be asked ---- for example, problems he/she might have had during the recent trafficking episode, due to the possibility of traumatic impact.]

访谈的内容

我们想问你一些事情：.....。（提供访谈问题的综合性概要.....。）

我们不会问你有关.....的问题。（说明不会提及的问题.....例如：在最近的拐卖案件中，他/她可能由于创伤影响而出现的问题。）

Use of information

We will only use the information so that we can

[explain how the information will be used, and with whom it will be shared]. If we publish the information in any format, or give it to anyone else than those people we mentioned, this will be anonymous, and nobody will know the nature of our discussion.

信息的利用

我们利用这些信息，仅仅为了使我们能够.....。

（说明将会如何使用这些信息，什么人将会分享这些信息。）如果我们以任何形式公布这些信息，或者将信息提供给我们未曾提到的其他任何人，那么信息将是匿名的，没人会知道我们的讨论实况。

Confidentiality

Everything you tell me will be confidential. Nobody will know that you gave us this interview. You do not even have to tell me your name, if you do not want to. And if you do, I will not write it down. The contents of your interview will be discussed only with [explain the designated information recipients] and with nobody else. We promise that what you tell us will not be shared with any other people, including the staff of the program, your friends, your family, or anybody outside the organization.

保密性

我会对你所说的每一件事保守秘密，没人会知道你与我们有过这次谈话。如果你不愿意的话，你甚至不必告诉我你的名字。即使你说了姓名，我也不会把它写下来。你的谈话内容除了.....之外（说明指定的信息接收人），不会与其他任何人讨论。我们保证不会将你所告诉我们的事告知其他任何人，包括项目工作人员、你的朋友、你的家人，或者本组织以外的任何人。

Protection concerns

We want to be certain that you feel safe and relaxed for this interview. If you think that talking with me could cause you any problems from other people, please tell me. Do you have any concerns about carrying out this interview with me? [Wait for a response. Stop the interview if requested.]

关注保护

我们想更确切地了解你是否对这次访谈感到安全和不受拘束。如果你认为与我的谈话会使你面临由其他人造成的难题，请告诉我。关于与我进行这次谈话，你还有什么要考虑的吗？（等待回答，如果被访者不同意，则停止访谈。）

Consent of others

We have received the permission of.....[list whoever gave permission, such as a parent, or the director of a shelter] to interview you. They are satisfied with this interview taking place and you are free to participate in discussions as you wish. But if you have any doubts, you can ask whoever you want first, and then we can do the interview later. Is there anyone you want to talk to before we do the interview? [Wait for a response. Postpone the interview if requested.]

其他人的同意

我们已经得到了.....的许可（列举表示许可访谈的人，如：家长、庇护所负责人等），与你进行访谈。他/她们对进行这次访谈感到满意，而你可以根据自己的意愿自由参加讨论。但是如果你有什么疑问，你可以首先向任何你想问的人询问，我们可以稍后再进行访谈。在我们开始这次访谈前，你还想与什么人商量吗？（等待回答，如被访者要求商量，则推迟访谈。）

Convenience for respondent

If this time is not good, we can fix a time that would be better. We want to spend time with you in a place where you feel comfortable and where we will not be interrupted by other people, so if this time and place is not good for you, please tell me. Is this a good time and place for the interview? [Wait for a response. Reschedule time and place if requested.]

方便被访者

如果这次时间不合适，我们可以安排更合适的时间。我们希望在一個你觉得舒服宽松以及没有其他人打扰的地方与你交谈，因此如果这次访谈的时间和地点对你不方便的话，请告诉我。这次访谈的时间和地点合适吗？（等待回答，如果被访者认为不合适，则重新安排时间和地点。）

Any questions

Do you have any questions about this interview?

任何问题

关于这次访谈你还有任何问题要问吗？

Request for permission to take interview

Is it okay for us to have an interview?

[Wait for a clear positive or negative response. Stop the interview if requested.]

请求被访者允许进行访谈

你同意我们进行这次访谈吗？

(等待得到一个明确的肯定或否定的回答。如果对方不同意，则停止访谈。)

Permission for this interview has been granted by the respondent, as witnessed by:
被访者已同意接受本次访谈，特此证明：

interviewer/witness
访谈人/证人

interviewer/witness
访谈人/证人

Date 日期

Date 日期

Appendix A 4 **UNIAP Do's & Don'ts in the Field**

附录 A 4 **UNIAP 现场工作的“应做”和“不应做”事项**

1. **Ensure informed consent!** Meet your ethical responsibility to ensure the free, informed, and fully participatory consent of all participants in your research or program. **确保知情同意!** 在进行研究和实施项目的过程中履行道德责任，确保获得所有参与者的自由的充分参与的知情同意。
2. **Introduce yourself and your colleagues** at the very beginning of any interview or discussion, and outline the purpose of your questions or your program. This may start as an informal conversation. 在访谈或讨论刚开始时，须进行**自我介绍并介绍同事**，同时对所涉及的问题或项目的目的加以概述，开场白可采用非正式的交谈方式进行。
3. **Ask one question at a time**, particularly if using an interpreter, and use simple words and grammar in place of technical terminology and jargon. **一次只提一个问题**，尤其是在需要翻译的情况下。用简单的词汇和语法代替技术术语和专业行话。
4. Treat your subject as a friend. **Help them feel comfortable and make eye contact when you talk to them.** Use language that helps them feel at ease, and do not make eye contact with only your interpreter. 将被访者作为朋友来对待。**要设法使他/她们感到舒服，当与其交谈时要进行目光接触。** 使用有利于使他/她们感到毫无拘束的语言，不要仅仅与你的翻译人员进行目光接触。
5. Have food and drinks available, and make any other efforts necessary and appropriate to **maintain an environment that is natural and at ease.** 备妥食品和饮料，并努力通过其它任何必要和适当的方法，**保持自然轻松的访谈氛围。**

6. **Make no assumptions.** Avoid letting your own past experience and assumptions prevent you from gaining the information from the interviewee in an unbiased way. Do not hear what you want to hear and ignore other facts. **避免假设。** 避免由于你本人过去的经验和假设，而妨碍你以无偏见的方式获取来自被访者的信息。不要只去听自己想听的，而忽视其它事实。
7. **Use varied questioning techniques.** Use open questions to explore feelings and attitudes, and employ pointed follow-up questions to elicit more detailed information. When a subject area is exhausted, move on to the next topic. **运用各种提问技巧。** 使用开放性的问题以探究被访者的感情和态度，提出有针对性的后续问题，以引出更详细的信息。当围绕一个主题领域进行充分的讨论后，适时转入下一个话题的讨论。
8. **Avoid having more than one person directing questions** at any one time to the interviewee. If the conversation diverges from the topic you wish to discuss, allow the conversation to flow as naturally as possible without forcing the question at an awkward point. For any questions unanswered, these can be noted and asked at a later time. **在同一时间内，要避免由一个以上的人引导对被访者的提问。** 如果谈话脱离了你希望讨论的话题，应允许谈话尽可能自然流畅地进行，不要硬性停留在一个棘手的问题上。对于未得到回应的那些问题，可将它们记下来稍后再问。
9. Interpreters should translate the questions and answers as best possible. They should **refrain from answering the questions on behalf of the interviewee** despite any previous knowledge and experience they may have. Their knowledge can be solicited after the interview. **翻译人员应尽最大可能翻译好每个提问和回答，尽管他/她们可能具有以前积累的经验 and 知识，但一定要避免代替被访者回答问题。** 可在访谈过后，再汲取翻译人员的知识和经验。
10. **Allow the subject to continue speaking without interrupting** --- never finish their sentences. You do not know what other information may come to light, and you also do not want to be rude. **允许被访者连续讲话，不要打断他/她们……决不要终止他/她们的谈话，因为你不知道将会从中发现什么其它信息，而且你也不愿意显得粗鲁无礼。**
11. Be humble, friendly and gracious. The interviewee is giving you their time and knowledge; take only what you need. **Do not make the interviewee sit through your extensive side conversations or analyses with colleagues and interpreters**, with the interviewee not understanding your language or what is transpiring. **要谦虚、友好和亲切。被访者在为你付出他/她们的时间并给予你知识，只是仅仅依你的需要行事。不要在你与同事和译员间进行大量的侧面谈话或分析，并在此过程中使被访者在听不懂你的语言或不知所云的状态下始终呆坐一旁。**
12. If the subject matter is potentially sensitive, use questions that lead the subject to shed light on the issue in a **non-direct way**. This is particularly relevant when speaking to officials, those in positions of authority, or people who were potentially exploited. **如果谈话的主题具有潜在的敏感性时，应以间接的方式提出问题，迂回引向主题，逐步使问题清楚明白地显露出来。当与官员、权威人士或潜在的遭受剥削的人交谈时，尤其如此。**
13. It is usually best to **use the vocabulary that your interviewee uses**. For example, if they refer to a middleman, do not refer to the same person as an agent, broker, or trafficker. **通常最好采用被访者惯用的词汇。例如，如果他/她们习惯说中间人 (middleman)，你就不要把该中间人说成是中介、掮客或人贩子。**
14. **Do not cross ethical boundaries** with the questions that you ask participants. Clearly identify areas of necessary versus unnecessary information required for your work beforehand.

Questions regarding details on torture, physical or sexual abuse, or rape may cause retraumatization and are often not necessary or relevant to most counter-trafficking research or programming. This information should only be obtained from qualified, professionally trained counselors and/or psychologists. 你询问被访者的问题**不要跨越道德界限**。事先需清楚地确定工作所需的必要与不必要的信息领域。那些与折磨、人身暴力、性虐待或强奸等细节相关的问题可能会造成再次伤害，这类问题通常是不必要的，或者多半与反拐研究或项目实施相关。这样的信息应该只从合格的受过专业训练的顾问和（或）心理学家处获取。

15. **Be culturally sensitive.** For example, in most countries of the Greater Mekong Sub-region, it is impolite to sit with your feet pointing towards another person. Be observant and follow the mannerisms of other local people around you: in the way you sit; the way you handle your hands, gesturing, and posture; and the way you speak and maintain eye contact. **要有文化敏感性**。例如，在湄公河次区域的绝大多数国家中，如果一个人坐着把脚朝向另一个人将被认为是不礼貌的。要注意观察和遵从你周围的当地人的特殊习惯：坐的姿势、手的动作、表情、形态、说话方式以及保持目光接触等。

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