

## National Referral Mechanism form for potential adult victims of modern slavery

**Adults cannot enter the NRM unless they have signed this form.**

**To note: this form is for all adult cases in England or Wales. For Scotland or Northern Ireland cases please see separate guidance and form.**

**For referral of potential child victims please refer to the specific child guidance and form.**

### How to complete the form

Throughout the form, items marked with an asterisk(\*) should be supported by documentary evidence where possible. This form should be completed with reference to the linked guidance available on gov.uk

### Where to send the form

Completed forms should be sent to the NCA Modern Slavery and Human Trafficking Unit via email to [nrm@nca.x.gsi.gov.uk](mailto:nrm@nca.x.gsi.gov.uk) or by fax to 0870 496 5534.

### Duty to notify

From 1 November 2015, specified public authorities are required to notify the Home Office about any potential victims of modern slavery they encounter in England and Wales. Completing this NRM form is sufficient to satisfy this duty to notify as long as all of the sections marked with a † are completed. However, if the potential victim does not want to be referred to the NRM, then an MS1 form should be completed and sent to [dutytonotify@homeoffice.gsi.gov.uk](mailto:dutytonotify@homeoffice.gsi.gov.uk). The MS1 form can be anonymous. The MS1 form and associated guidance is available at [www.gov.uk/government/publications/duty-to-notify-the-home-office-of-potential-victims-of-modern-slavery](http://www.gov.uk/government/publications/duty-to-notify-the-home-office-of-potential-victims-of-modern-slavery). NRM forms **should not** be sent to the [dutytonotify@homeoffice.gsi.gov.uk](mailto:dutytonotify@homeoffice.gsi.gov.uk) address.

**Section A: Nature of referral** (*Indicate the nature of the referral and whether support is required and has been requested, to ensure the case is dealt with efficiently.*)

- Full NRM referral no support (adults must sign the form prior to referral)
- Full NRM referral with support (support is optional, adults must sign both consent sections to receive support).
- Individual has been referred to The Salvation Army by First Responder (having signed relevant parts of the form).

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**Section B: Consent of potential victim**

*(The potential victim should have the NRM referral clearly explained to them and sign the form to indicate their consent here. If they do not consent, the form cannot be accepted into the NRM and a duty to notify form (MS1) should be completed. You should also highlight that as they are a victim of crime the form will be shared with the police, either by the SSL / First responder or once referred to the Competent Authority. This does not mean the individual is required to cooperate with the police.)*

**Consent to the referral (mandatory)**

I consent to my details including name and date of birth being submitted to the Competent Authorities (UK Visas and Immigration/ Immigration Enforcement/NCA Modern Slavery and Human Trafficking Unit /Multi Disciplinary Panel) and the Home Office, who where appropriate might contact other relevant agencies to assist in the identification and decision making process and, in the event of a grant of discretionary leave, to the Department of Work and Pensions to obtain a National Insurance Number on my behalf.

The police will also be provided with a copy of the NRM form – to assist in the detection and prevention of modern slavery offences. The police will record the incident in line with Home Office Counting Rules and consider further action, but may not pursue a case unless the individual engages with them directly.

Signed:.....Date: ...../...../.....

**Request for support (optional)**

*(Support through the NRM is optional. If a potential victim wishes to receive support they need to sign the following declaration. You should explain that this can include advice, accommodation, protection and independent emotional and practical help delivered by specialist charities.)*

I consent that my details, including name, date of birth and contact details, may be passed on to support providers The Salvation Army, and their subcontractors, for the purpose of assessing my support needs.

Signed: .....Date: ...../...../.....

**Indication of willingness to engage with police (optional)** *(Referral to the NRM and access to NRM support is not dependent on engaging with the police. However, if a victim is willing to engage with the police the police will engage with them to keep them informed of any action taken in relation to their modern slavery experience. Information will still be shared with the police where an individual will not engage – see above.)*

I am willing to be contacted by the police in relation to my modern slavery experiences, and would like to be kept up to date on action taken.

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Signed: .....Date: ...../...../.....

**Section C: Potential victim personal details**

\*†Last name: ..... \*†First name(s): .....

†Also known as: .....

\*†D.O.B: ...../...../..... Age: ..... Sex: .....

\*†Nationality: .....

Language(s) spoken: .....

Any English spoken: Y or N Interpreter needed: Y or N

Immigration status (where known): .....

Other communication aids required (for example sign language): Y or N Details:

.....

Home Office (immigration) reference where known: .....

UK visa or work permit reference: .....

Any other reference numbers (e.g. National insurance number, or your organisation's reference number):

.....

Safe telephone number on which to contact the potential victim, such as a personal mobile number: .....

Other safe means of contacting the potential victim, such as via legal representative.

.....

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UK current address.....

Can address be used for correspondence relating to victim identification and support? Y / N

If not, please provide an alternative safe address for postal communications if available.

**Section D: Contact details of person making referral**

Name: .....

Job title: .....

†Organisation: ..... Unit or area.....

Tel: ..... Mobile: .....

Email: .....

Signature: ..... Date: ...../...../.....

**Section E: General details of the encounter**

**Date of encounter:** ...../...../.....

**Location of encounter (provide address if different from above):**

**†Responsible police force area for this location:**

**†Have you reported the case to the police:**

- †yes
- †no
- NRM referral is being made by the police

**†If yes, was the case reported to the police in England, Wales, Scotland or Northern**

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**Ireland?**  
.....

**†If reported to the police in England or Wales, which police force was the case reported to?**  
.....

**Crime reference numbers relating to this incident of modern slavery (where available):**  
.....

**If you have not referred the case to the police, what was the reason for this?**  
.....

**General information about the suspected modern slavery**

**†Suspected victim of (tick any that apply):**

- †human trafficking
- †Slavery, servitude, forced or compulsory labour

**†Age at the time the slavery or human trafficking is believed to have first occurred:**

- †Under 18
- †18 or over

**†The country or territory where the modern slavery is believed to have occurred**  
.....

**†Suspected form of exploitation or forced service:**

- †domestic servitude (i.e. occurred wholly or partly within residential premises )
- †forced or compulsory labour
- †provision of sexual services or the commission of sexual offences by the victim
- †criminal services (i.e. involved the commission of an offence by the victim)
- †removal of organs
- unknown
- other (*please state*).....

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**Section F: general indicators for modern slavery** (mark all that apply and add any not listed under 'other' – this is not an exhaustive list. Record further details of how indicators presented in Section J)

**Please tick all relevant boxes**

1. Distrustful of authorities
2. Expression of fear or anxiety
3. Signs of psychological trauma (including post traumatic stress disorder)
4. The person acts as if instructed by another
5. Injuries apparently a result of assault or controlling measures
6. Evidence of control over movement, either as an individual or as a group
7. Found in or connected to a type of location likely to be used for exploitation
8. Restriction of movement and confinement to the workplace or to a limited area
9. Passport or documents held by someone else
10. Lack of access to medical care
11. Limited social contact / isolation
12. Limited contact with family
13. Signs of ritual abuse and witchcraft (juju)
14. Substance misuse
15. Person forced, intimidated or coerced into providing services
16. Doesn't know home or work address
17. Perception of being bonded by debt
18. Money is deducted from salary for food or accommodation
19. Threat of being handed over to authorities
20. Threats against the individual or their family members
21. Being placed in a dependency situation
22. No or limited access to bathroom or hygiene facilities
23. Self identifies
24. Any other, please provide details in section J

**Section G: Indicators of forced or compulsory labour** (mark all that apply and add any not listed under 'other' – this is not an exhaustive list. Record further details of how indicators presented in Section J)

**Are any of these indicators present? (tick as applicable)**

**Yes  please tick all relevant boxes in section G**

**No  continue to section H**

1. No or limited access to earnings or labour contract
2. Excessive wage reductions, withholding wages, or financial penalties
3. Dependence on employer for a number of services for example work, transport and accommodation
4. Any evidence workers are required to pay for tools, food or accommodation via deductions from their pay
5. Imposed place of accommodation
6. Found in poor living conditions
7. Evidence of excessive working days or hours

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8. Deceived about the nature of the job, location, or employer
9. Any other, please provide details in section H
10. Employer or manager unable to produce documents required when employing migrant labour
11. Employer or manager unable to provide record of wages paid to workers
12. Poor or non-existent health and safety equipment or no health and safety notices
13. Any other evidence of labour laws being breached

**Where indicators are identified record full details in section J**

**Section H: Indicators of domestic servitude** (mark all that apply and add any not listed under 'other' – this is not an exhaustive list. Record further details of how indicators presented in Section J)

**Are any of these indicators present? (tick as applicable)**

**Yes  please tick all relevant boxes in section H**

**No  continue to section I**

1. Living with and working for a family in a private home or place of accommodation
2. Not eating with the rest of the family or being given only leftovers, or inadequate food
3. No private sleeping place or sleeping in shared space for example the living room
4. No private space
5. Forced to work in excess of normal working hours or being 'on-call' 24 hours per day
6. Employer reports them as a missing person
7. Employer accuses person of theft or other crime related to the escape
8. Never leaving the house without permission from the employer
9. Any other, please provide details in section J

**Where indicators are identified record full details in section J**

**Section I: Indicators of sexual exploitation** (mark all that apply and add any not listed under 'other' – this is not an exhaustive list. Record further details of how indicators presented in Section J)

**Are any of these indicators present? (tick as applicable)**

**Yes  please tick all relevant boxes in section I**

**No  continue to section J**

1. Advertises for sexual services offering individuals from particular ethnic or national groups
2. Sleeping on work premises
3. Movement of individuals between brothels or working in alternate locations
4. Individuals with very limited amounts of clothing or a large proportion of their clothing is 'sexual'
5. Only being able to speak sexual words in local language or language of client group
6. Having tattoos or other marks indicating 'ownership' by their exploiters
7. Person forced, intimidated or coerced into providing services of a sexual nature
8. Person subjected to crimes such as abduction, assault or rape
9. Someone other than the potential victim receives the money from clients

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- 10. Health symptoms (including sexual health issues)
- 11. Any other, please provide details in section J

**Where indicators are identified record full details in section J**

**Section J: evidence to support reasons for referral**

Please use this section to:

- Expand on the circumstances or details of your encounter or contact with the potential victim, providing background to how the information was provided (for example on first encounter during police operation). Please set out in as much detail as possible exactly what you think has happened to this person that makes them a potential victim of modern slavery, and why you think the story is credible – for example external supporting evidence, or the behaviour and appearance of an individual.
- provide evidence of the indicators that you have identified in sections F to I
- note whether it is likely that further information will be become available at a later date
- provide any other relevant information that you consider may be important and wish to include for example living or working conditions, behaviour, appearance, demeanour
- movements in or to the UK, including dates (if known)
- suspected place of exploitation (if known)
- †name of agent, exploiter or trafficker (if known)
- †name of other victims (if known)
- record any action you have taken including referral to other agencies (for example The Salvation Army, police, UK Visas and Immigration) where appropriate
- note any immediate concerns regarding the potential victim’s health, psychological well-being or safety.

(If a further sheet is required, please indicate that section J is continued and provide with referral form)

Section	Indicator



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