



CHECKLIST OF AFTERCARE SERVICES (Bonded Labour)

Note for use: This checklist can be used in providing aftercare services for bonded labour survivors. It is meant as a reference and can be modified to suit the requirements of the NGO carrying out the aftercare process.

Rescue / Emergency Assistance (0-2 weeks)

STAGE	TASK	TIMEFRAME	DOCUMENTATION	TICK IF COMPLETED
Rescue	Emergency medical care (including physical and mental care)	Immediately		
	Release Certificate	Immediately		
	Safety and security including protection/harassment petition	Immediately		
	Emergency necessities – food and drink and immediate hygiene	Immediately		
	Temporary accommodation	Immediately		
	Information on bonded labour, enquiry process and give freedom speech – encouragement for victims to boldly tell their stories	Immediately		
	Rehab Letter	Immediately		
	Discussion about informed consent – medical care, counseling, media	Within 2 weeks		
Intake	Initial assessment	Within 2 weeks	Aftercare Case File (for each family) – Family Details, Photographs, Emergency Assistance	

Transitional Aftercare (1-2 months)

STAGE	TASK	TIMEFRAME	DOCUMENTATION	TICK IF COMPLETED
Repatriation	Transport families back to their native village or place of choice	Within 1 month		
	Plastic sheeting for tent, as needed	Within 1 month		
	Necessities Kit (rice, dal, raggi, oil, sugar, salt, etc.)	Within 1 month		
	Family Kit (utensils, clothes, umbrella, toiletries, mosquito nets, etc.)	Within 1 month		
	Tool Kits, as needed	Within 1 month		
	Mobilize local resources	Within 1 month		
	Vocational training and livelihood options	Within 1 month		
	Medical checkup at local hospital	Within 1 month		

Mobilization of Local Resources	Medical screening (TB, HIV etc.)	Within 1 month		
	Freedom Training including: <ul style="list-style-type: none"> • “Dealing with Fear” – managing harassment from facility owners • Identifying risky situations (advances, migration etc.) • Legal rights • Safety plans and monitoring threat levels • Importance of keeping aftercare provider informed about encounters with owners and potential migration 	Within 1 month		
	Functional Assessment	Within 1 month		
	Treatment Plan	Within 1 month		
Freedom Training				
Assessments				

Long Term Aftercare (2-12 months)

STAGE	TASK	TIMEFRAME	DOCUMENTATION	TICK IF COMPLETED
Government Benefits	Monthly meetings	Every month from 2 nd		
	Reunited with PVC / CWC	Within 2 months		
	Bank account opened	Apply within 2 months		
	Rs20000 BLA Compensation	Apply within 2 months		
	Ration Card	Apply within 2 months		
	Pensions as relevant – widows pension, disability pension, etc.	Apply within 2 months		
	Housing schemes and land patta	Apply within 2		

Economic Empowerment / Education		months		
	MGNREGA	Apply within 2 months		
	Voters ID Card	Apply within 2 months		
	Caste Certificate	Apply within 2 months		
	Facilitate school enrolment for all children age 14 and under	Within 3 months		
	Facilitate school enrollment for all minor dependents of client (ages 15-17)	Within 3 months, if possible		
	Monitor school attendance	Within 3 months		
	Provide bicycles for transportation to employment, as needed	Within 3 months		
	Ensure that any employed minor child is in a non-abusive work environment	Within 3 months		
	Ensure at least one adult member of each family is earning income	Within 3 months		
	Monitor employment of adult client	Within 3 months		
	On-going vocational training and livelihood options	Within 3 months		
	Provide kitchen garden seeds, as needed	As appropriate per growing season		
Community Empowerment	Facilitate enrolment in a Self-Help/Savings Group	Within 3 months		
	Introduce survivors to government officials (VAO's)	Within 3 months		
	Do community resource (assets) mapping	Within 3 months		
	Facilitate the provision of income generation programs	Within 3 months		
	Home Visit 1: <ul style="list-style-type: none"> Skills for managing harassment from facility owners Development of safety plans and monitoring threat levels General coping skills *Women included in training	Within 3 months		
	Home Visit 2: <ul style="list-style-type: none"> Domestic Violence Trauma (including recovery program if necessary) Sexual Trauma (including recovery program if necessary) Other trauma (including recovery program if necessary) 	Within 6 months		
Home Visits				

Legal Assistance	<ul style="list-style-type: none"> Unhealthy coping strategies and addiction (including recovery program if necessary) Healthy relationships *Women included in training			
	Home Visit 3: <ul style="list-style-type: none"> Importance of education Family planning Health & Hygiene – including nutrition, government health facilities and right to access public health care *Women included in training	Within 9 months		
	Home Visit 4: <ul style="list-style-type: none"> Employment Housing Savings and insurance General problem solving skills *Women included in training	Within 12 months		
	Facilitate court preparation	Prior to court proceedings		
	Facilitate support during legal proceedings	During court proceedings		
	Facilitate post-trial de-briefing	After court proceedings		

Graduation and Case Closing (after 12 months)

STAGE	TASK	TIMEFRAME	DOCUMENTATION	TICK IF COMPLETED
Graduation	Graduation Certificate	Within 1 year		
	Graduation Ceremony	Within 1 year		
Case Closing	Ensure all Release Certificates obtained, all rehabilitation money released, and all government benefits obtained	Before graduation		
	Final Functional Assessment			
	Final Location and Verification Check	After 1 year		
Ongoing	Leadership Training	Within 1 month of Case Closed		