



Note for Use: This form can be used to record information obtained during a spot inquiry to identify bonded labourers.

Pre-Rescue Documentation Form

Case Logistics	
PI (Preliminary Investigation) Number	
Case Number	
Caseworker	
Date PI Opened	
Date Updated	
FACILITY	
Industry	
Name of Business	
Address of Facility	
Village	
Taluk	
Revenue Division	
District	
State	
Pin Code	
Phone at Facility	
Landmark	

VICTIMS		
		Reference:
No. of Estimated Victims		
No. of Documented Victims		
Pay Day		
Estimated Wages (per day)		
Day Off / Market Day		
Victims' Work Schedule		
Victims' Native District		
Victim Contact Information		
Affidavits Completed & Signed		
MAP TO FACILITY		
Distances/Driving Times		
Indicates N S E W direction		
Nearest Police Station		
Nearest Taluk/RDO Office		
Nearest Hospital		
Nearest Bus Stand		
Nearest Village(s)		

Nearest Major Town(s)		
Nearest Railway Station		
Safe Haven 1		
Safe Haven 2		
Map reviewed		
Date Victim List Last Updated		
Caste of Victims		

Evidence Checklist

Follow Up Reports (FUR)

- ☐ There is a FUR for every trip taken for the PI.
- ☐ All FURs have been reviewed, marked and corrected.
- ☐ All questions and corrections have been addressed and FURs have been updated.

Victim Documentation

- ☐ All documentation forms are filled out completely.
- ☐ All statements are signed and filled out correctly.
- ☐ Video interviews were taken of documented victims.

Comments on Victim Support:

Additional Comments:

Need the following:

1. Photo of establishment
2. Photo of victim
3. Typed and transcribed conversation (recorded by the investigator at the time of documentation or before)
4. Video clips (if any)
5. Maps (as mentioned above)
6. Details of the dependents of the labourers, if any