

## Workshop Report Template



BACKGROUND INFORMATION									
DATE:					NAME OF FACILITATOR(S):				
VENUE:					NAME OF MOBILIZER(S):				
WORKSHOP DURATION (TIME)									
LOCATION:					TYPE OF WORKSHOP:				
TOWN:					TARGET GROUP:				
COUNTY:					GPS COORDINATES:	LATITUDE		LONGITUDE	
AGE SEGREGATION:	Below 18	18 to 36	36 to 55	56+	NUMBER OF PARTICIPANTS:	MALE	FEMALE	OTHERS	TOTAL

1. A little background of the participants-level of education and a little background about the area that you are doing the workshop.
2. You can also mention anything that stands out in the workshop and also interaction.
3. Were you able to identify any potential victims / victims of trafficking / case studies? Indicate source, destination, age, gender, type of exploitation, mode of recruitment, the trafficker, traffickers gender (Use case study templates to fill all cases and attach with this report)
4. Was there a government official / teacher (e.g. chief, DCO, community health worker) in attendance? If Yes, who? Write names, departments and titles:

NO.	NAME	DEPARTMENT	TITLE/DESIGNATION	CONTACT
1.				
2.				

5. What was duty bearer's / teacher's observation? Quote if possible.
6. Are there any local CBOs / NGO's in the area that the community is aware of? Apart from the chief who else would the community members turn to for help? List them and the contact people.

### CBOs?

NO.	CBO/NGO NAME	NAME OF THE CONTACT PERSON	TITLE/DESIGNATION	CONTACT
1.				

2.				
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**Who else would the community members turn to for help? (E.g Nyumba kumi representative, a specific community member)**

NO.	NAME	DEPARTMENT/INSTITUTION	TITLE/DESIGNATION	CONTACT
1.				
2.				

**7. Note down quotes from the participants and mention whoever they were. (a young person, priest, woman, man)**

**8. Which forms of trafficking do the participants think are the most prevalent in the area?**

**9. What are the suggestions from the participants about fighting trafficking in their area?**

**10. Challenges experienced**

- Participants
  
  
  
  
- Facilitator

**11. Recommendations**

- Participants
  
  
  
  
- Facilitator