

Annex C: Trauma Informed Engagement Checklist

Confidentiality

Do's (✓)

- Conduct interviews in a private and pleasant setting, consider anything that might trigger trauma.
- Give survivors the opportunity to be either interviewed alone or with a supportive person and check their preferences.
- Give the survivor time to ask questions. Offer options to decline to answer questions or skip questions the survivor does not feel comfortable responding to.
- Consider safety and security of data. Ensure data is stored in a secure place where unauthorized persons don't have access to.

Don'ts (✗)

- Don't interview survivors when others are around or can overhear.
- Explain the role of all people who are present at the interview.
- Don't discuss survivors' stories in public places.
- Don't assume survivors want family members (or that minors want caregivers) present
- Don't assume survivors automatically give consent or they don't change their mind.
- Don't leave data unprotected.