



Methodological Guide to Conducting Safety Audits in Communities

Creating Safe Public Space: Safety Audits and Recommendations



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**Creating Safe Public Space:
Safety Audits and Recommendations**

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Russia's war against Ukraine launched almost a decade ago has caused numerous losses and destruction, deaths of military and civilians, injuries and a rapid increase in the number of men and women with disabilities. Massive Russian shelling and bombardment of cities, villages, civilian objects and infrastructure that do not stop for a single day, mining of agricultural land, pollution of rivers and lakes, and active military operations only worsen the security situation throughout Ukraine, not just in

the regions near the front line.

If you look at the **numbers of destruction**, its barbaric scale is striking:

- **190 healthcare facilities** were destroyed and 1,432 were damaged;
- More than **167,000 residential buildings** were destroyed or damaged;
- **400 educational institutions** were completely destroyed, over 3000 were damaged;
- **19 airports** and civilian airfields, 126 railroad terminals and stations were damaged;
- At least **426 medium** or large private enterprises and state-owned companies were destroyed.

Such destruction affects Ukraine's economy and people's ability to take care of themselves and their families, and reduces the already low level, under European standards, of women's economic activity (56.8% for women, 69.0% for men) and full and productive employment (45.4% for women, 59.3% for men).

Ensuring women's rights and achieving gender equality are also affected by the unfair distribution of unpaid household care, which puts an unequal burden on women, the lack of developed, accessible and safe infrastructure that could help save time, physical and emotional resources and direct their personal development.

Gender-based violence that occurs in public spaces, on the streets and in transport, is an under-researched and under-identified phenomenon that also narrows women's safe living spaces.

Unlit streets and entrances, lack of sidewalks, pedestrian crossings, necessary road signs or announcements, and lack of or inadequate ramps or bomb shelters for staying increase the number of security obstacles that are systematically and comprehensively identified during gender safety audits.

The ability to conduct such gender audits is an important competence for both activists of women's and other civil society organizations and professionals of government agencies and local government authorities.

The developed Methodological Guide to Conducting Safety Audits in Communities provides necessary and important tools for implementing the state policy on ensuring equal rights and opportunities for women and men in general and the National Action Plan for the implementation of UN Security Council Resolution 1325 on women, peace and security in particular.

Thus, we have another opportunity for the practical localization of strategic documents, the implementation of political and practical support for gender equality policy at the level of regions, cities and communities, which is an important condition for the efficiency of the planned transformations.

Kateryna Levchenko,
Government Commissioner for Gender Policy



I believe that safety is a driving force. Safety has a significant impact on the quality of life. A safe space is a lively space where everyone feels confident, has the desire and opportunities for development, can realize their own ideas, has access to basic needs and services, including healthcare, administrative, social, and legal ones; knows and understands where to find assistance providers; also trusts them and is confident that the relevant services will respond in a timely, high-quality, and professional manner. At the same time, fear, in particular, of being subjected to various forms of violence, limits freedom of movement in public space, freedom of choice and self-realization, and access to services. Since Russia invaded Ukraine, security issues have been added to concerns about access to shelters, drinking water, information, including information about mined areas, and many others.

Local government authorities need to understand the problems women and girls, men and boys face in public spaces within the territories of their communities. Can a community be capable if its residents do not feel safe and comfortable in the community? I don't think so. Safety audits are a good tool that can be used by local authorities to join forces with local civil society organizations, opinion leaders, active and concerned residents and community members to become more conscious of community safety issues. Engagement in security audits, taking into account the interests and voices of different groups of the population will give everyone a sense of involvement in changes in the community. Residents of the community will not be passive recipients of what is decided in the top-corner offices but will be directly involved in implementing changes in the community for a better life. Such activities strengthen the role of women in the community. The ICF "Ukrainian Foundation for Public Health" is an organization that protects the human rights of women and girls, and we are honored to be involved in the development of the manual on safety audits and changes in communities.

Halyna Skipalska,
Executive Director of
the ICF "Ukrainian Foundation for Public Health"



Introduction

Russia's invasion and escalation of the war in Ukraine have had serious consequences for the safety of women and girls. This situation has exacerbated the problem of gender-based violence, including domestic violence, and conflict-related sexual violence.

War creates a stressful environment where emotional tensions, violence, and conflict are on the rise. Women and girls who are internally displaced people or stay near the front lines face increased risks of sexual violence. They may be exposed to physical and psychological violence, human trafficking and exploitation.

The vulnerability of women and girls in wartime increases because of social infrastructure destruction, loss of homes, inaccessibility of new services or limited access to information, including healthcare and psychosocial support. Safety, protection and access to the necessary resources are important to everyone.

The dynamics of hostilities constantly change the nature of risks and dangers, and the level of their impact on everyday life. What will the country look like after the war is over? This is a question people regularly ask themselves, others, the community, and the government. Therefore, we need to think now about what kind of country we will rebuild together after the war.

This should be a multifaceted approach to planning, design and management of public spaces. Integrative planning, creating safer neighborhoods, increasing local trust and cohesion, reducing crime and violence – all of this should be aimed at improving the physical, economic and social health of the places where people live – cities, villages, towns and surrounding areas.

© Our goal is to create a public sphere that not only meets the needs of every person in the community, local character and best traditions but also fosters public spirit, pride and self-management in the community.

Civil society organizations and governmental institutions should work together to ensure the safety of women and girls, men and boys, provide them with access to safe shelters, health care, psychological support and legal aid, and together build new public spaces and change old ones in the future. It is important to conduct educational campaigns aimed at raising awareness about gender-based and conflict-related violence and to contribute to building a society where women and girls, men and boys can live in safety and dignity, regardless of the military conflict.

History of the origin and development of the safety audit in Ukraine

The history of this program is related to the long-term work in the field of gender equality and combating violence against women. One of the key moments that contributed to the creation of this program was the United Nations Conference on Population and Development, in Cairo, Egypt, in 1994. This conference first supported the idea of creating “safe cities” for women and girls, where they could freely express themselves and realize their rights. Later, this idea was presented in the UN Women Global Flagship Initiative “Safe Cities and Safe Public Spaces for Women and Girls” developed in the context of ensuring the safety and protection of women’s and girls’ rights in cities. The initiative aims to create an environment for women and girls to move, work, learn and develop freely without fear of any form of violence or discrimination.

In March 2010, it was the Women’s Information Consultative Center (the WICC) which launched the initiative to conduct territorial audits in Ukraine. The impetus was given by the UN Women Global Flagship Initiative “Safe Cities and Safe Public Spaces for Women and Girls”, which for the time being was prepared and launched in November 2010. Based on the implementation of practices that made cities safer and more women-friendly, this global program aimed to develop and implement tools, policies and integrated approaches to preventing and responding to sexual harassment and other forms of sexual violence against women and girls in public spaces.

The widespread participation of women in various aspects of urban life, including public transport, education, work, and entertainment, has caused the creation of a program aimed at conducting safety audits and incorporating gender considerations into urban planning and design.

Safety audits in cities help identify problematic areas and situations where

women and girls may be subjected to violence or discrimination. The results of the audits help to develop specific measures to improve safety and equality.

The Global Flagship Initiative selected first cities, such as Cairo (Egypt), Kigali (Rwanda), New Delhi (India), Port Moresby (Papua New Guinea) and Quito (Ecuador), where the situation with violence against women and girls in public spaces was critical.

Ukraine, although violence against women also took place on the streets of cities and villages, had a much lower level of violence, so at that time it could not qualify for participation in the Flagship Initiative.

The idea found its place in the hearts of the Women's Information Consultative Center activists. The Internet search made it possible to get acquainted with other initiatives – "Seoul is a Safe Place" (early 2007), "Women's Safety Audit" conducted in Canada (early 1989), which UN-Habitat later began to develop globally (early 2009).

The Ukrainian checklist was based on the one prepared in Canada.

Later, in 2011, Cynthia Nikitin introduced her Project for Public Spaces approaches at the UN Women conference «Designing Safe Cities with Women and Girls: Planning for Success» in Cairo. These approaches focused not only on safety from violence but also on a broader understanding of safety and the inclusion of comfort elements in spatial planning.

Under this comprehensive approach, the safety audit combines "dead water" (checking for the absence of danger factors of violence and other types of hazards) and "living water" (reviewing the possibilities of providing additional comfort in the territory under inspection).

Since 2010, the Women's Information Consultative Center (WICC) has conducted under this methodology safety audits in many cities and villages of Ukraine, as well as educational institutions¹. Since 2018, such audits have been conducted to identify problems and influence changes that are necessary to make in residential buildings to ensure safety and accessibility, taking into account the interests and needs of women, men, girls, boys, families with children, the elderly, people with disabilities and other categories of people resided in a condominium building².

¹ <https://wicc.net.ua/post/prezentaciyi-audytiv-bezpeky-terytoriy>

² <https://upravbud.info/content/uploads/2019/12/audyt-bezpeky-ta-dostupnosti-bkb.pdf>



In 2018, Ukraine officially joined the UN Women’s Global Flagship Initiative “Safe Cities and Safe Public Spaces for Women and Girls”.

UN Women, in partnership with the International Charitable Fund “Ukrainian Foundation for Public Health” (the UFPH) and within the initiative under the UN Recovery and Peacebuilding Programme (being implemented by four UN agencies: United Nations Development Programme (UNDP), the UN Entity for Gender Equality and the Empowerment of Women (UN Women), the United Nations Population Fund (UNFPA) and the Food and Agriculture Organization of the United Nations (FAO), according to the requirements of the Guidelines for conducting surveys, developed, adapted for practical use and based on the “Rubizhne Safe City” pilot program implementation in the city of Rubizhne, Luhansk Oblast, developed and adapted to use the Methodological Guide to Conducting Safety Audits and implement the UN Women Global Flagship Initiative “Safe Cities and Safe Public Spaces for Women and Girls” within the territorial communities of Ukraine³.



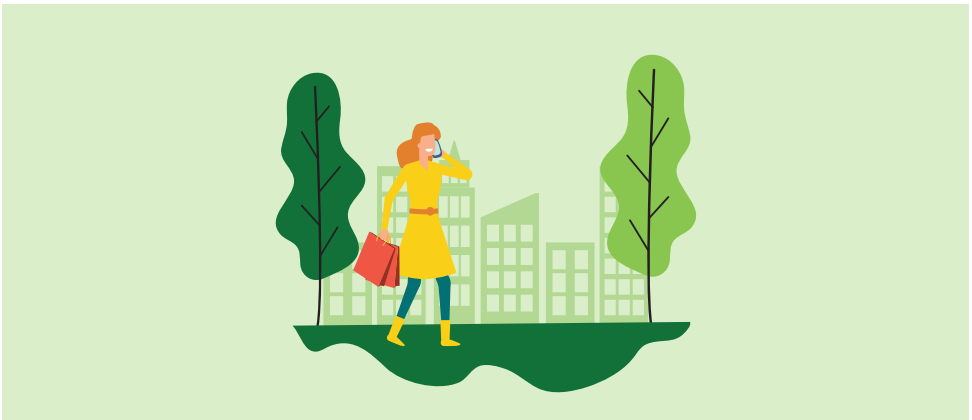
As part of the implementation of the municipal target program “Rubizhne Safe City”, a Memorandum of Cooperation was signed between representatives of the authorities, the police, ten transport companies and the NGO “Dreams of Youth” to raise awareness of public transport drivers on preventing and responding to sexual harassment and other forms of sexual violence in public places and to cooperate with relevant services. Public transport vehicles had special stickers with the text “Safe Transport for Women and Girls” and information about services for victims of gender-based violence. As a result of the safety audit and subsequent advocacy, CCTV cameras and street lighting were installed in Rubizhne. Competitions for the best video on the topic “Rubizhne is a safe city for women and girls” were held among young people. A separate webpage with information on “Safe City and Safe Public Spaces for Women and Girls” was created on the community’s official website.

To inform representatives of Ukrainian communities, the ICF “Ukrainian Foundation for Public Health”, in close cooperation with UN Women, organizes

³ <http://safecityprogram.tilda.ws>

training, seminars and webinars on the methods of conducting the safety audit at the local level, in particular using the UN Women Global Flagship Initiative and the safety audit of territories. These events involve representatives of local community authorities, social and psychological services, victims of domestic, gender-based violence, conflict-related sexual violence, employees of shelters, the police, civil society organizations (CSOs), self-help groups, civic activists, and women leaders. As a result, to identify unsafe public places and infrastructure to prevent sexual harassment and other forms of sexual violence against women and girls in public spaces, safety audits are held in 16 target communities (9 in Luhansk Oblast: Svatove, Zolote, Hirske, Novoaidar, Rubizhne, Sievierodonetsk, Stanytsia Luhanska, Popasna, and Shchastia; 6 in Donetsk Oblast: Druzhkivka, Toretsk, Velyka Novosilka, Soledar, Zvanivka, Khibodarivka; 1 in Zaporizhzhia Oblast: Komysh-Zoria). Based on the results of the safety audits, 11 communities adopted target programs to prevent and combat sexual harassment and other forms of sexual violence against women and girls in public places.

To implement local initiatives aimed at ensuring safety and equal opportunities for women and girls, men and boys, one of the most important is the joint work of local authorities and civil society organizations on creating “safe cities” and improving living conditions. Furthermore, the Ukrainian public actively promotes gender equality and combats violence against women. Civil society organizations, women’s movements and activists are working to raise public awareness of gender discrimination and violence.



Russia's large-scale invasion of Ukraine on February 24, 2022, has significantly exacerbated the safety concerns of women and girls. These military activities have been catastrophic in terms of human rights violations, including the rights of women and girls. Forced displacements because of the war created serious threats to the safety of women and girls. They sought asylum outside Ukraine or were displaced to other regions of Ukraine, facing challenges related to loss of housing, access to basic services, health and safety.

Staying in the combat zones is particularly dangerous for women and girls. They are at risk of sexual violence, physical abuse, human trafficking and exploitation. Women and girls also face challenges to their safety and rights in the temporarily occupied territories. They can become targets of violence, have restrictions on freedom, and lose access to basic services, including health care and education

Particular attention should be paid and effective measures should be taken to ensure the safety of women and girls in these circumstances. It is important to develop and implement policies, programs and mechanisms aimed at protecting their rights, preventing violence and exploitation, providing access to necessary resources, including health care, psychological and social support, and legal assistance.

Given the previously mentioned urgent safety issues for women and girls, conducting safety audits during and after military conflicts is an important step to ensure their safety, protect their rights and develop appropriate measures to safeguard the dignity and well-being of women and girls. It is also necessary to conduct educational campaigns to raise awareness of gender-based and war-related violence and promote equal treatment of women and men, girls and boys, break down gender stereotypes and foster zero tolerance for any form of violence.

Ensuring equal access to safety and comfort for women and men, boys and girls

Considering places of residence and keeping in mind a gender approach, one of the main gender-related differences that affect the use of living spaces is the difference between men and women, who perform functions of household care and are responsible for this. Women are still more likely to take on most of such work in families and communities. Therefore, women should be central to urban planning and development, as they are key consumers of the city in their roles as daily life managers, community leaders and neighborhood initiators.

From this perspective, the design of urban habitats and infrastructures has radically different priorities. Many past and current trends in urban development reflect the perspectives of traditional masculine lifestyles and role models based on “outsourcing” household duties to the “opposite sex.”

The restored Ukraine should strive for a different outlook, and we should start working on shaping it now.

A participatory and gender-sensitive urban environment can be supported in the following ways:

- Mixed using space, integrating functions such as work, trade, living, care and recreation;
- Supporting residents in meeting their own needs and developing their own solutions;
- Providing residents with places for self-organization and meetings;
- Creating a public infrastructure where children, the elderly, and other population groups will find pleasure and something to their liking;
- Multiple and flexible using public space by residents;



- Creating favorable conditions for the preservation and development of the local economy, small shops, and businesses;
- Creating experimental space in communities for bottom-up development through creativity and innovation;
- Creating favorable conditions for local initiatives, such as centers for mothers or “neighborhood academies”;
- Redirecting resources to grassroots initiatives;
- Recognizing residents and local communities as fair partners in the development of the city/village/settlement;
- Supporting women’s participation and leadership in local governance and community development.

During the audit, we should not only focus on safety regarding physical violence or gender-based violence but also take into account the safety aspects related to organizing infrastructure and providing comfort conditions for the community. The concept of safety is not limited to the absence of danger; it also includes efforts to create conditions in which people will feel safe and secure.

Providing comfort in public spaces is an equally important aspect of safety. This can include adequate lighting, organized pedestrian areas, comfortable seating and resting places, well-maintained roads and sidewalks. **Comfortable infrastructure contributes to a sense of safety in public places, makes them more accessible, and provides opportunities for unimpeded activity and interaction for all members of the community.**

The organization of comfortable infrastructure also helps to reduce the risk of negative events. For example, a well-lit street can reduce the number of falls or injuries, and video surveillance can reduce vandalism or theft.

Therefore, balanced safety includes not only measures to counter violence but also the creation of comfortable and safe environments for all residents and visitors to public spaces.

Legal basis for conducting safety audits

For a long time, security audits were conducted exclusively at the initiative of civil society organizations. These audits were completely voluntary for the authorities and this often prevented this practice from spreading throughout the country.

The activity of civil society, the results of local audits, and the openness of the authorities led to the fact that the National Action Plan for the Implementation of UN Security Council Resolution 1325 “Women, Peace and Security” until 2025 not only defined Strategic Goal 2 “Creating a gender-sensitive system for identification, prevention and response to security challenges” but also identified specific steps to achieve it.

Clause 15 provides for the conduct of the safety audit of the territorial communities, and Clause 19 approves the inclusion of safety audit issues in the educational programs of actors that respond to security challenges, gender-based violence and conflict-related violence.

Task 15, Activity 2

Consideration of a gender and inclusive approach to the design, construction and re-equipment of civil protection buildings, including conducting the safety audit of territorial communities, checking and/or equipping shelters, including educational facilities, for people with limited mobility

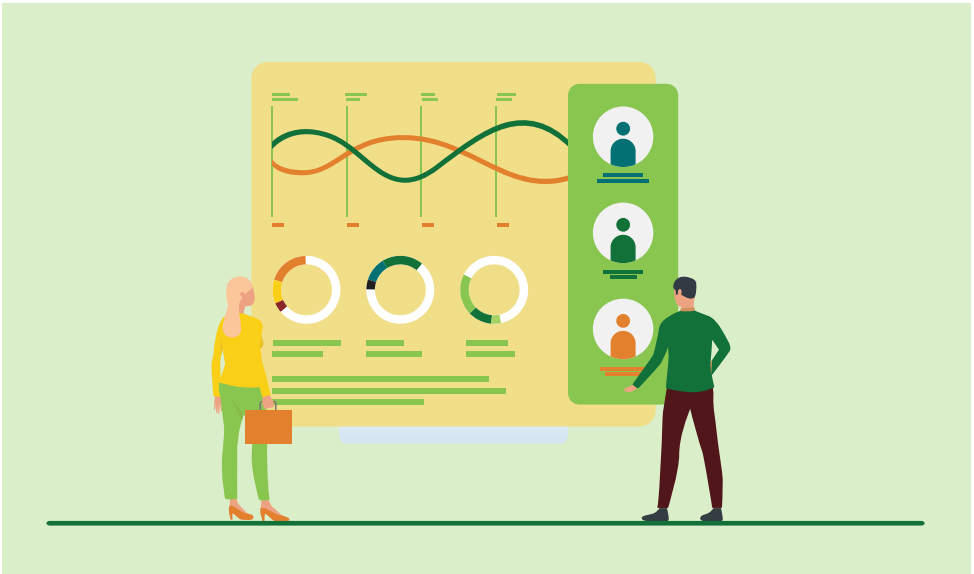
Task 19

Inclusion of territorial safety audit issues in the educational programs of actors responding to security challenges, gender-based violence and conflict-related violence

Task 19, Activity

To learn the methodology of conducting the safety audit of territories at the local level, the organization of educational events (training, seminars) for social workers; specialists of mobile teams of social and psychological assistance to victims of domestic violence and/or gender-based violence; employees of shelters for victims of domestic violence and/or gender-based violence; students of higher educational institutions.

Now, the territorial safety audit is part of the state policy, which has all the prerequisites to use its results to make the basis of policy at the local and national levels.



Phases of creating a safe and comfortable space in the community

Organizing the process

To create a safe space and improve well-being in the community, it is necessary to take the following steps, which depend on the initiators of the safety audit.

If there is support and involvement of local authorities:

Making a decision by a local authority

Conducting the audit does not require the allocation of funds, but it needs time. Decisions based on the audit results, may require the allocation of funds – reconstruction, re-equipment, etc. – or not require funds – to take the results into account when designing other infrastructure facilities.

Selecting a location or locations for the audit

All or part of a settlement – along busy highways and around schools – is known for its dangers, etc.

Organizing a group of people who will conduct the audit

With the participation of the relevant structural units of local authorities and the public – target groups that may be at risk



Making a checklist

Setting priorities

Conducting the audit

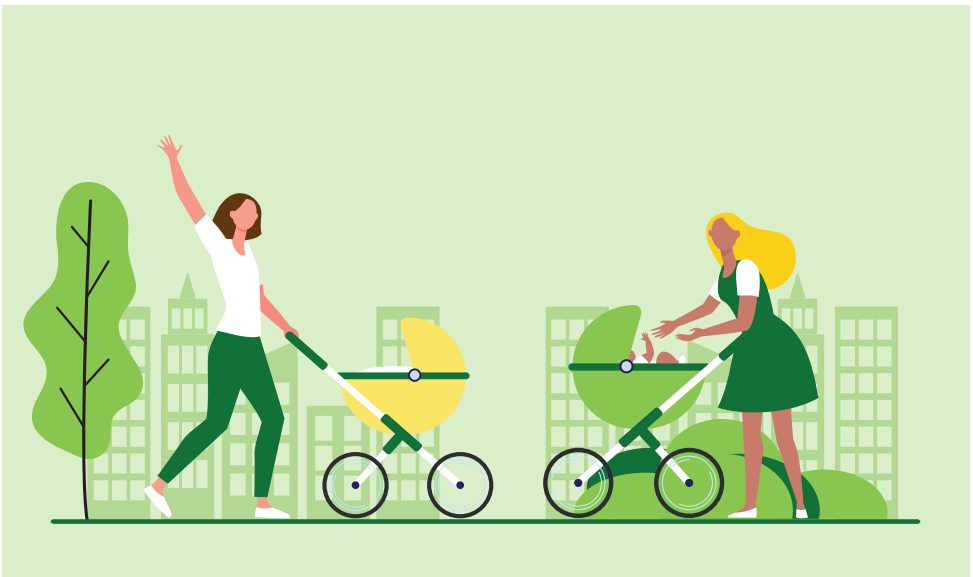
Collecting and organizing results, preparing recommendations

Implementing

Disseminating results and recommendations, communicating information to decision-makers

Evaluating results and planning the next steps

Promoting recommendations, monitoring the implementation, planning the next audits



If motivated people demonstrate initiative:

Creating an initiative and motivated group aimed at improving the well being of the community

The first step is to form a group of people who have a desire and motivation to work on improving community safety and well-being. This group becomes the initiator and driving force of the process.

Actualizing existing safety problems and gaps

The group analyzes the situation in the community and identifies existing safety issues and gaps that require attention and response. This phase helps to understand the needs and prioritize actions.

Conducting safety audits

The initiative and motivated group conducts safety audits along selected routes in the community. This may include a physical audit of the space, social risk assessment, and analysis of other data to obtain objective information.

Analyzing the data obtained from the safety audit results and formulating recommendations

The group analyzes the data and findings of safety audits to identify key issues and potential risks. On this basis, recommendations and strategies are developed to further improve community safety.

Advocating for changes based on the recommendations made after safety audits

The group advocates and defends the proposed changes by addressing the relevant authorities, the public and stakeholders. The goal is to draw attention to safety issues and secure support for the implementation of recommendations.

Developing a target program

The group develops a specific action plan and/or target program to improve community safety. This may include specific activities, projects, and programs to eliminate violence, reduce crime, implement education and awareness-raising activities, etc.

Approving the target program

The developed target program must be approved by the relevant local authorities. This provides official status and support for the implementation of the planned activities.

Monitoring the implementation of the target program

The group ensures ongoing monitoring and evaluation of the target program implementation. This phase allows for tracking progress, identifying possible problems and adjusting the action strategy if necessary.



Methodology for conducting the safety audit in the community

The safety audit is a systematic and objective process to assess the safety of target populations in a given organization or system. This process involves the collection and analysis of information to identify potential threats, risks and weaknesses that may pose a danger to the safety and security of the organization or system.

The territory safety audit is analyzing and assessing the safety of a specific territory, such as a city, town, village, or other settlement. This process includes the study of safety challenges and threats related to the territory, as well as an assessment of how existing safety and risk prevention measures are effective.

The purpose of the territory safety audit is to identify weaknesses in the safety system of the territory and develop recommendations for improving safety measures, ensuring more effective risk management and increasing safety for residents and visitors to the territory.

The safety audit can find risky places with a high probability of dangerous situations, as well as identify vulnerable groups. This information allows for the development and implementation of effective measures to prevent violence and improve the safety of women and girls, men and boys.

The decentralization and amalgamation of territorial communities help to create a favorable environment for conducting the safety audit of territories. Local communities can be actively engaged in the process by providing access to information and involving residents in data collection. This contributes to a more accurate and comprehensive map of safety at the local level.

After conducting the safety audit, the findings can be used to develop and implement specific measures and programs aimed at preventing gender-based violence and providing security for women and girls, men and boys. For example, this may involve creating safe spaces, raising awareness and sensitivity to gender issues, providing support for survivors and punishing perpetrators.

The territorial safety audit is an important component of a strategy to ensure the safety and comfort of the local population, and the active participation of local communities in this process contributes to the creation of effective and sustainable solutions to prevent violence and improve the quality of life for all citizens.

THE SAFETY AUDIT PURPOSE

The main goal of the safety audit is to improve protection against potential threats and ensure compliance with security requirements by identifying and analyzing risks associated with gender-based violence, sexual harassment and other forms of violence against women and girls in various spheres of life and risks caused by other factors (natural, man-made, military, etc.); to develop and implement mechanisms to prevent and reduce sexual violence and sexual harassment against women and girls in public spaces. This is an important step in understanding and ensuring the safety and well-being of all members of society.

The safety audit assesses the local infrastructure, including the presence or absence of lighting, CCTV cameras, air raid shelters, accessible and safe public transportation and public transport stops, cluttered places, dilapidated or unfinished buildings, other physical components of public spaces, etc. By analyzing these factors, the initiative and the motivated group finds out which places or territories can be particularly dangerous for women and girls, men and boys, where there is an increased risk of any type of violence or influence of other factors (natural, man-made, military, etc.).

The results of the safety audit are an important source of information for the development of local target programs and strategies aimed at improving the safety of public spaces for women and girls, men and boys. These programs and strategies can include implementing measures to improve lighting, increase the number of safe vehicles, create safe zones in parks and street spaces, improve accessibility to infrastructure, raise public awareness of gender-based violence and provide support to victims.

Moreover, the safety audit can draw attention to systemic problems and inequalities that contribute to gender-based violence. Identification of these issues can promote local action to address gender-based violence and create equal conditions for all members of society.



Therefore, the safety audit is a necessary tool for collecting objective information about the risks associated with gender-based violence, and it contributes to the development and implementation of measures aimed at creating safe and neighborhood public spaces for women and girls, men and boys.

This is one step towards achieving a just and equal society where everyone can live in safety and dignity.

THE SAFETY AUDIT TASK

The central task of the safety audit is to enable women and girls, through active participation in works as members of the initiative and motivated group, to identify and articulate existing obstacles, problems, and concerns that impede their sense of safety and which they face in specific places, along specific routes in their own territorial community.

The task of the initiative and motivated group is to draw the attention of community residents to the issues of safety and comfort of movement within their own community. It is about collecting detailed information about the most dangerous places and public spaces in the community in terms of committing gender-based violence against women and girls. Such places can include unlit sections of streets, abandoned buildings, cluttered sidewalks or lack of them, and places where alcohol is sold and consumed; there is a lack of information about mine risk, the availability of shelters and destroyed infrastructure that may become an obstacle to safety and assistance. Additionally, it is important to pay attention to the convenience and safety while using public transport, if such transportation is available in the community.

When expanding the task of the initiative group, it is important to consider not only physical aspects of safety but also social and psychological factors. It is necessary to understand what factors contribute to gender-based violence and create dangerous conditions for women and girls. The study will also include an analysis of socioeconomic status, cultural practices, and other factors that may affect the safety of public spaces.

The results of the analysis of information on dangerous places and transportation problems will be the basis for further development of target programs and measures to improve safety and comfort in public spaces for women and girls. In this way, initiative and motivated group will contribute to the creation of a fair and equitable environment where all members of the community can live safely and enjoy freedom of movement.

THE SAFETY AUDIT PROGRESS

To carry out the safety audit, initiative and motivated groups (IMGs) are created to play a key role in the assessment process (up to 10 people), taking into account that more than half of the group consists of women and girls. The members of the initiative and motivated group will include community members of different ages and social groups, as well as people from vulnerable groups, considering that women and girls form the majority of the group. The initiative group should be headed by a community representative who has organizational and teamwork experience.

Furthermore, it is recommended that IMG includes representatives of the police (patrol police, community officers, juvenile prevention inspectors, etc.), the State Emergency Service, local authorities, utility service providers, educational and healthcare facilities, as well as the military of the Armed Forces of Ukraine or Territorial Defense Forces deployed in the community. Before starting work, IMG members must be briefed on how to conduct the safety audit and receive general information about the objectives of the audit and expected results. This ensures a common understanding of the tasks and audit methodology and helps to create a common approach to the activities of the group.

It is important that the IMG is represented by a diverse group of population to take into account different needs and perspectives. This will help to ensure that decisions arising from the audit are widely implemented during the audit and to create a safe and comfortable environment for all members of the community. для всіх членів громади.



To conduct the safety audit, IMG participants need to have the following things and knowledge:



1. Briefing and general information:

- Receive briefing on how to conduct the safety audit and get acquainted with the procedure and purpose of the audit.
- Obtain general information about the objectives of the audit and the expected outcome.



2. Map or site plan:

- Have access to a map or site plan of the area where the safety audit will be conducted.
- Know the route, key locations and public spaces to be inspected.



3. Records:

- Notebooks or record books to write down observations, notes and issues identified.
- Pens, pencils, and other stationery for writing.



4. Camera or smartphone:

- A camera or smartphone with photo and video capabilities to document identified problems, hazards, or potential threats.



5. Measuring devices:

- The ability to measure light level (e.g., using a photometer) and other parameters that affect safety (e.g., sidewalk width).



6. Knowledge of safety indicators:

- Understand the main safety indicators in public spaces, such as lighting, visibility, human presence and the absence of hidden places.



7. Emotional resilience and communication skills:

- Be emotionally stable and able to objectively observe and assess situations.
- Have communication skills to interact with other group members and potential witnesses or victims of violence.

BRIEFING ON CONDUCTING THE SAFETY AUDIT

The format of the safety audit includes that the initiative and motivated group members are walking pre-selected routes in the community. This approach provides more detailed and accurate information about the security situation and risks women and girls face in particular. To ensure a quality audit, it is recommended to consider the following steps and requirements:

1. **Consultation and planning:** Before the audit begins, the initiative and motivated group conducts individual and group consultations with local representatives, health and social workers, educators, girls and women. Taking into account their opinions and experiences, as well as their own views, the group divides the community territory into routes, each of which will be assigned to a separate group.
2. **Repeated passage of routes:** Conducting the safety audit of the territories may include different situations depending on the time of day when the audit is conducted. One of the important aspects is repeated walking routes to get complete information about the safety situation at different locations. It is recommended to walk each route twice in the daytime and in the evening. This will help to assess changes in the safety situation depending on the time of day and determine possible variations in risks and threats. Also, walking the routes in the daytime and evening will allow you to observe different aspects of safety. For example, a daytime audit can be aimed at assessing the visibility of the environment, the presence of CCTV cameras and other security measures. An evening audit can help identify lighting problems and possible “dark” areas where safety-related threats may arise.

Conducting the audit at different times of the day also allows for the identification of specific challenges and threats that may arise during the day



and evening. For example, crime or other dangerous events may be more likely to occur at night, so an audit at this time may reveal specific risk points.

A general analysis of the audit results conducted at different times of the day will help to understand the dynamics of the security situation and develop appropriate measures to improve safety in the area.

It is also necessary to take into account changes that may occur on the route at different times of the year.

Important! When choosing a time to conduct the safety audit in the evening, it is recommended to pay attention to the time restrictions on free movement in the community, taking into account the curfew imposed by local authorities. It is also not recommended to make walking trips in the evening in communities where active hostilities are taking place or they are close to the area of active hostilities.

- 3. Keeping records:** All data obtained during the audit should be recorded in detail in a special form (which you will find in the supplementary materials to this Methodological Guide). It should include observations, identified problems, recommendations and any other important information related to the safety of public spaces.
- 4. Consideration of factors:** When choosing the date and time of the audit, there are several factors to consider, in particular the security situation, weather conditions, holidays and public events to ensure that the conditions are consistent with the normal state of the selected routes. It is also necessary to pay attention to the difference in the level of safety at specific locations during the day (light) and evening (dark) hours, which will provide a more complete picture.

Taking into account these guidelines, the initiative and motivated group will be able to conduct the safety audit as efficiently as possible and obtain objective information about the situation in public spaces in terms of safety for women and girls. This information will be used to further develop activities and programs aimed at improving safety and comfort in communities.

PREPARING FOR THE SAFETY AUDIT

To successfully conduct the safety audit, there are certain preparatory steps to take and personal belongings to have.

The main recommendations and necessary belongings to prepare for the audit are:

1. **Print out the forms for the safety audit.** Before the audit, it is recommended to print out a sufficient number of safety audit forms to record the identified problems for each route or prepare electronic forms. This will help to systematically record and store information about security issues and recommendations.

You can find the developed versions of the forms by category, by following the link provided in the section for additional materials.

2. **Stationery for writing.** Provide yourself with an electronic gadget or a pen and notepad to write down additional notes during the audit. This will allow you to record additional information and impressions on the route.
3. **Technical means for recording.** If necessary, prepare photo and video recording equipment, such as a camera, phone or tablet. They can help document the condition of the territory and problem locations.
4. **Comfortable clothing and footwear.** Choose comfortable clothing and shoes that allow you to move comfortably during the audit. It is important to move freely and be prepared for possible situations.
5. **Drinking water.** Take enough drinking water with you for the duration of the audit. When conducting a community audit on foot, it is important to take care of your health and maintain the water balance of the organism.
6. **Reflective elements and a flashlight.** If the audit will be conducted in the dark, it is recommended to have reflective clothing items, such as bracelets, vests, etc., to help improve visibility. You may also need a small flashlight to light the road or facilities during the audit.
7. Remember that **correct preparation for the safety audit** will help you to effectively collect information and document locations of concern, facilitating further efforts to improve safety in the community.



SAFETY DURING THE AUDIT

To ensure the security of the safety audit, it is important to follow general safety rules and consider the recommendations:

1. **Notify the police.** Notify the local police in advance of the planned safety audits and invite police representatives to join the audit, especially if the audit will take place in the evening. The presence of police officers can provide additional security and support while walking the route.
2. **Ensure the safety of participants.** Consider how each member of the group will be able to move safely after the audit, especially at night. Think about how to organize the group or individual transportation to return home.

It is necessary to consider the current security situation in the community. Check for information on shelters along the safety audit route and, in case of an air raid alert, go to a shelter..

3. **Check your equipment.** Before leaving, check the charge of your flashlight and cell phone. If possible, take additional charging devices with you so that you can recharge your items if necessary. Technical equipment in a working order will help you avoid unforeseen situations.
4. **Means of self-defense.** In advance, provide the group members with self-defense equipment, such as pepper spray or other means that can be used to protect them in case of danger. The group members must be aware of and know how to use such means properly.
5. **Protection against infection.** Provide the group with personal protective equipment, such as face masks, gloves and sanitizers.

Remember that safety is a priority during the audit. Following these guidelines will help ensure an effective and safe audit.

THE SAFETY AUDIT DURATION

The duration of the safety audit depends on the length of the route and the number of problem locations to be inspected. In general, the entire process of conducting the safety audit on a route takes about three hours, including the following phases:

1. **Pre-audit meeting.** Before the audit begins, the group gathers to receive a briefing, clarify the route, and assign responsibilities to the group members. This phase takes up to 40 minutes.

2. **Walking a route.** The route itself takes from one to two hours, depending on its length and complexity. The group inspects various locations and records the identified problems in the safety audit protocol.
3. **Discussion of results.** After completing the route, the group discusses the results of the audit. This phase includes an exchange of views, verification and clarification of the completed documents, and planning of the next steps. It usually takes up to 1 hour.

Upon completion of the audit, the group generates protocols/reports for each of the routes, which record the identified problems and recommendations for improving safety. Based on the results of the community safety audits performed on several selected routes, one generalized report is prepared, taking into account the protocols/reports for each route.

It should be noted that the duration of the audit may vary depending on the size of the territory, the security situation, the number of locations, and the complexity of the problems to be identified. Plan your time appropriately to be able to thoroughly check all aspects of safety and ensure the quality of the audit.

Analyzing the safety audit results

After completing the audit, an analysis of the information collected is an integral part. Its main goal is to obtain the necessary data to develop strategies to address the identified problems and determine the next steps. Safety assessment is not limited to physical violence but also covers important aspects related to the organization of infrastructure and the creation of comfortable conditions for the community.

When analyzing the reports, which contain data on problem locations, risks and potentially dangerous places with addresses, it is important to systematize this information to ensure accuracy and ease in analysis. Systematization is usually performed by classifying the data by certain characteristics and then visualizing it in tables or other convenient formats for more detailed analysis.

A list of specific measures worth implementing can be developed to form effective strategies for ensuring safety in public areas.

The results of the analysis are presented in the form of recommendations developed based on the data obtained. These recommendations are aimed at solving the identified problems and may include specific steps to improve the level of safety.

To successfully implement the recommendations, it is important to mutually discuss the identified risks and proposals with local authorities, police, women's groups, opinion leaders, and the public. This helps to identify additional measures and further steps to ensure the safety of women and girls, men and boys in public spaces.

You will find examples of reports on safety audits in the annexes to this Guide.

Advocating for change based on the safety audit results

Advocacy is an important element in the process of developing and implementing changes aimed at solving problems and improving safety in public spaces, as well as promoting gender equality. This process involves creating an open dialog between local authorities and community members to identify problems and develop effective strategies to address them.

The following steps are recommended for successful advocacy:

1. **Analyse and identify problems.** The first phase is to conduct a safety audit to identify existing problems in public spaces. It is important to thoroughly investigate the causes of these problems, as well as the factors that influence the decline in safety.
2. **Identify stakeholders.** It is important to identify individuals and organizations that can influence the situation and have an interest in resolving it. They may include local authorities, police, healthcare institutions, NGOs, educational institutions, utility services, and businesses. Involvement of all these parties is key to successful advocacy and achieving the goal.
3. **Disseminate information and control the process of change.** It is important to publish information about the identified problems and possible solutions with the relevant authorities. It is essential to control the process

of change, provide regular updates, and create initiative groups to add issues to the agenda. An open and transparent process helps to achieve positive results.

4. **Develop specific actions.** Create a specific action plan to address the identified issues. Involve community members in implementing infrastructure changes and creating working groups and initiatives to improve safety in public places. Disseminate information about the importance of every community resident in creating a safe environment.
5. **Integrate the results of the safety audit into reconstruction plans.** Take into account the incorporation of the results and recommendations of safety audits into community reconstruction plans. Also, consider the possibility of developing and adopting local targeted programs to ensure community safety and protect its residents.

An active public position, advocacy of people's own interests and the desire to create safe and comfortable public spaces are key factors in achieving positive change. Every resident of the community should understand their important role in the development and safety of their community.

Developing a target program based on the safety audit results

The first phase of program development involves presenting the results of the safety audit and analyzing the information collected on the risks of gender-based violence, sexual harassment and other forms of violence against women and girls in public spaces. These activities help to better understand problems and identify the main areas of action to address them.

Ensuring the safety and comfort of women and girls, men and boys in public spaces is a key aspect of the target program's goal. It provides for creating an environment where everyone in the community feels free and safe. Applying a gender approach to planning and designing public spaces is also identified as an important step.

To create a local target program based on safety audits, it is recommended to organize a special working group that will be responsible for implementing

this process. The creation of such a group should be approved by a relevant order of the head of the local authority.

The working group may consist of representatives of various sectors and organizations that play a key role in ensuring the safety and well-being of women and girls, men and boys in public spaces. They may include representatives of the Parliament, the police, and local authorities responsible for social protection, education, healthcare, urban land improvement, infrastructure, economy and finance. It is also important to engage representatives of civil society organizations, including women's groups, self-help groups, women leaders, youth and other community members.

One of the specialized deputy heads of the local government authority may be appointed as the head of this working group.

THE TARGET PROGRAM STRUCTURE

The recommended structure of the target program should include the following points:

1. Program passport;
2. Definition of the problem to be solved by the program;
3. Determination of the program's goal, which should be in line with the community's development priorities and related to the community's strategic documents;
4. Determination of the target audience, i.e. the group of people to whom the program activities are directed;
5. Justification of possible ways and means to solve the problem and definition of performance indicators;
6. Expected results of the target program;
7. Amounts and sources of funding for the program;
8. Terms and phases of the target program implementation;
9. List of tasks and activities of the target program;
10. Coordination and control over the program implementation.

The goal of the target program is to create a safe, comfortable and open public space for women and girls, men and boys in the target community. This is achieved through the implementation of models and approaches to prevent and combat gender-based violence, including sexual harassment and other forms of sexual violence, overcoming gender stereotypes that lead to violence and creating a safe environment.

Ensuring that women and girls, men and boys feel comfortable in public spaces means creating an environment where they feel safe and confident. This means ensuring adequate lighting, proper equipment, and accessibility to infrastructure for all groups, including those with limited mobility. It is also important to take into account the needs of different groups of people, including women and girls, to create public spaces where they can spend time comfortably.

As a result of the program implementation, the public space will become a place where community members can move freely, feel safe, and take care of their physical and psychological well-being. Comfortable public space is important for building a just and equal society where everyone can realize their potential without restrictions and obstacles.

ADOPTING THE TARGET PROGRAM

To ensure broad community support and participation in the development of the target program, it is recommended to actively cover each phase of its development in the local media and discuss it in local social media groups.

After the working group finalized the draft target program, the document should be subject to public discussion by publishing on the community's official website and other information resources.

Particular attention should be paid to involving community residents in the discussion process. Feedback from them is important, as they can point out additional problems and offer their own ideas and solutions for the activities planned in the program.

After all phases of discussions are completed and amendments are taken into account, the draft program is subject to review by deputy commissions and then to voting by local council members at the session.

This phase is final for the adoption of the target program, determines its official status and approves it.



Links to forms and useful materials

The link, using a QR code, provides access to information that will be constantly updated. Here you can read and download audit forms, best practices and experiences of other communities that have completed safety audits. The materials will be gradually updated and filled with the best practices for conducting safety audits.

Annexes to the Methodological Guide to Conducting Safety Audits



