



Application form to become an International Safe Community¹

Summary of the Safe Community Program²

Photo to illustrate the community³

Name of the Community:

Type of Community⁴:

Country:

Number of inhabitants in the community: _____ in Year _____:

Safe Community Program started year/month:

Name of the leading Certifier⁵:

Names of co-Certifiers⁵:

Name of the Safe Community Support Centre⁶:

Info address on www for the Safe Community Program:

For further information, please contact

Name:

E-mail:

Phone:

Photo of contact person:

Community and program overview for ISCCC web site (300-400 words)

- Briefly describe the community, its history and its development
- Describe major injury and safety issues in the community
- Provide an abstract of the Safe Community Program

¹ The application form comprises:

- headings (*in bold, to be kept*)
- guidelines on how best respond (*plain text, can be removed*).

Note this form is for the first certification application. There is another form re-certification.

² For posting on the website of the International Safe Community Certifying Centre

³ Specification: JPG max 240 pixels per inch, high 2000 and length 2000 pixels.

⁴ A "Safe Community" is normally a local government but can also be a Municipality, a County, a City or a District of a City working with Safety Promotion, Injury, Violence, and Suicide Prevention and prevention of the adverse human consequences of Natural Disaster, covering all age groups, genders, and environments.

⁵ Leave blank. Certifiers will be appointed after the application is submitted.

⁶ Not applicable if there is no Safe Community Support Centre in the country.

- Explain why the community wants to become a Designated Member of the International Safe Community Network

INDICATOR 1: Governance - Sustainable injury prevention and safety promotion program lead by a 'cross-sector' group integrated within the governing system of the community (maximum 5 pages)

The governance system

- Provide an organization chart outlining the governance system of the Safe Community program
- Describe how responsibilities and tasks for safety are distributed in the community
- Describe the cross-sector collaboration group⁷ that coordinates, manages, and plans the Safe Community program
 - List member organisations and the sectors they represent
 - How are the mayor of the community and/or chief executive officer (or other community leaders with similar functions) involved?
 - Who chairs the cross-sector group?
- Describe the executive management group of the program
 - List participants
 - Who is chairs the executive group?
- How are the non-governmental organisations (NGO)⁸ involved in the Safe Community work?
- How is the local business sector (associations, enterprises, private entrepreneurs, etc.) involved in the Safe Community work?

Governmental means to increase safety

- A. Visions and objectives
- What political visions and objectives govern the Safe Community work?
- B. Regulations
- Does the community has the power to make decisions regarding local regulations? If another authority has this power, what impact has the community on their decisions?
 - Besides national law and other regulations, have any local regulations been introduced to increase safety? If so, describe these regulations
- C. Human and financial resources

⁷ Cross-sector collaboration means collaboration between the sectors in the society (public sector, business sector, voluntary sector).

⁸ E.g. Red Cross, pensioners' organisations, sport organisations, parents, and school organisations etc.

- Describe human and financial resources allocated to the Safe Community program. Provide a budget. Please describe any voluntary human resources accessed by the Safe Community program
- Are economic incentives⁹ used to encourage safe behaviour of community members or organisations? If so, describe those incentives

Are all safety-related institutions (e.g. fire department, police, city planners, or NGO) engaged in your Safe Community work? If not, what are the plans to engage them?

How does the community promote sustained and continual improvements to the Safe Community program?

Indicator 2: Surveillance – Collection, analysis and dissemination of data about injuries and causes of injuries for problem identification, risk assessment and planning of prevention measures (maximum five pages)

Data sources

- What data sources are used in the surveillance system (e.g., national injury mortality data, medical statistics, crime statistics, fire statistics, local injury registry data, surveys, etc.)?
- What institutions provide data for the community surveillance system (for example, hospitals, health centers, fire brigade, police, ambulance staff, schools, social services and support organisations)?
- Are household surveys used to collect data on injuries and related characteristics? If yes, describe these surveys (sampling methods, survey contents etc.).
- If possible, describe the collection of data to estimate injury-attributed economic losses of the community.

Data quality

- Describe the measures used to improve data quality
- Describe the measures used to avoid underreporting injuries
- Describe the approaches used to collect data on “hidden injuries” (e.g., injuries caused by family violence, bullying in schools, and occupational injuries)

Data analysis

- Describe who collects and analyses the data
- Describe how high-risk and vulnerable groups are identified
- Describe how high-risk environments and situations are identified
- Describe whether and how the community collects data on the circumstances and contributing factors resulting in injury (i.e. data used to understand how and in what circumstances injuries occur)

⁹ By economic incentives we mean using money or material rewards to stimulate safer behaviour.

Risk assessment

- Describe methods and findings of risk assessment in the community

Injury profile and trends

(In some countries, there are restrictions about publishing injury data. In such case, the community must follow these rules.)

- If possible, provide tables or figures presenting:
 - Injury death rates
 - Injury morbidity rates
- Provide comparisons with national data and/or other communities. If possible, use rates (calculated with relevant denominators) and age standardisation

Dissemination

- How is injury surveillance data distributed to promote safety and prevent injuries in the community?
- Are summaries of the injury surveillance data made publicly available?

INDICATOR 3: Comprehensive – Projects covering all genders, ages, environments and situations based on best practices in injury prevention and safety promotion (maximum five pages)

Describe projects in several safety domains using the table format below. If there are no projects in a domain, remove the corresponding line and explain if there are no projects in the domain. Include projects targeting the entire population or its large subgroups (for example, children, elderly, working adults, and females). Do not include projects targeting small high-risk and vulnerable groups. The table can be presented in landscape orientation. The community is also free to expand project descriptions in a non-table format.

Domains	Names of projects	Injury prevention approach*	Organizations involved	Age groups targeted	Environments covered	Situations covered
1. Traffic safety						
2. Home safety						
3. Leisure time safety						
4. Child safety						
5. Elderly safety						
6. Work safety						
7. Violence prevention						
8. Suicide prevention						
9. Disaster preparedness and response						
10. Public places						

safety						
11. Hospitals safety						
12. Sports safety						
13. Water safety						
14. Schools safety						

* For each project/program, indicate approach used. Possible options: (a) education (providing information, training skills, or changing attitudes to alter specific injury-related behaviours), (b) environmental modification (making the environment or product safer to reduce injury risks), or (c) enforcement (requiring behavioural change through enacting and enforcing laws and regulations). Mixtures (e.g., education/enforcement) are allowed.

INDICATOR 4: Vulnerable Groups - Projects targeting vulnerable groups, high-risk groups and high-risk environments (maximum five pages)

Describe programs/projects covering high-risk and vulnerable groups using the table below. The table includes a list of typical high-risk/vulnerable groups, which are normally small. Do not include projects targeting large population groups like elderly people or children as these large groups are to be covered by projects under Indicator 3. If any listed groups are absent or not considered vulnerable in the community, remove the corresponding line and explain. The community can also add projects covering specific vulnerable groups absent in the suggested table template. The table can be presented in landscape orientation. The community is also free to expand project descriptions in a non-table format.

High-risk, vulnerable groups targeted	Names of projects	Main activities	Organizations involved	Injury prevention approach*
1. Indigenous people				
2. Socio-economic risk groups				
3. Minority groups within the community (including workplaces)				
4. People at risk for intentional injuries, including victims of crime and self-harm				
5. Abused women, men, elderly and children				
6. People with mental illness, mental delays or other disabilities				
7. People participating in unsafe sports and recreation settings				
8. Homeless				
9. People at risk for injuries from natural disasters				

10. People living or working near high-risk environments (for example, a particular road or intersection, a water hazard etc.)				
11. People at risk due to religion, appearance, ethnicity or sexual preferences				

* Options: education, environmental modification, enforcement (or a mixture of these).

Describe programs/projects that cover the high-risk environments using the table format below. Possible examples of high-risk environments are areas with risk for landslides, places at high risk for earthquakes, areas with dense traffic, etc. We do not list typical high-risk environments as we did for high-risk/vulnerable groups because high-risk environments are more site-specific.

Environments covered by projects	Names of Projects	Main activities	Sectors and organizations involved in implementation	Injury prevention approach*

* Options: education, environmental modification, enforcement (or a mixture of these).

INDICATOR 5: Evaluation - Measures to assess the processes, effects and continual improvement of the Safe Community program and its projects (maximum three pages)

1. Does the community have an evaluation plan for the overall Safe Community program and related projects? If yes, describe the plan
 - a. Describe how the community evaluates the implementation process of various projects in program in relation to the plans
 - b. Describe how the community evaluates the outcome of various projects in the program in relation to death and injuries
 - c. Describe how the community evaluates the outcome of various projects in the program in economic terms
2. To whom and how are the results of the evaluations disseminated?
3. What are the specific effects or impacts that can be attributed to the Safe Community program and related projects?? Explain briefly how and why they are effective

INDICATOR 6: Networking - On-going participation in national and international Safe Community networks (maximum two pages)

1. Describe the participation of the community in the International Safe Community Network (e.g. benchmarking, publishing in international journals, sharing experiences via international newsletter and/or international

conferences; seeking advice or visiting other communities or support centres in other countries)

2. What are the community's expectations from membership in the International Safe Community network?
3. What can the community contribute to the International Safe Community network? (e.g. sharing good examples, innovative approaches, ideas, and expertise in a given area)
4. Please list areas where the community is interested in collaborating with other communities
5. Propose at least three projects as Good examples to be published at ISCCC website

Notes on the Designation Ceremony:

- Propose the Designation Ceremony dates. List possible options
- Indicate if the designation ceremony is planned to coincide with any international conference, seminar or another international or national event

Notes on filling up the application form:

- Did the community receive advice to fill up this form? If yes, from whom?
- Did the community get any help to complete this form in English? If yes, from whom?