

## A step-by-step guide to doing a Safety Audit

### Step 1: Observe the area

- ⌚ The state of the roads or pavements
- ⌚ Street signage
- ⌚ Vacant areas
- ⌚ Number and working condition of street lights
- ⌚ The presence of groups of boys or men on the street
- ⌚ The presence of garbage bins or dumps
- ⌚ Generally, who uses the street and to go where?
- ⌚ Parks and amenities in the park like toilets, public telephones, a fire extinguisher, first aid, a child care room, security guards, etc.
- ⌚ Security guards or 'eyes' on the street like hawkers, etc.

### Step 2: Mapping

- ⌚ Highlight dangerous zones in the document.
- ⌚ If marking people, gender should be mentioned by marking M or F in the document.
- ⌚ The Map should represent dangerous areas before and after dark.
- ⌚ Map should show the accessibility to hospitals, the police chowki, public telephone booths and other important public places.

### Step 3: Record findings

- ⌚ Immediately after the walk, the group should spend some time discussing the walk and making notes.
- ⌚ It is also important to highlight the areas that are considered safe and secure by women.

### Step 4: Formulating recommendations

- ⌚ After the walk, the group formulate immediate remedies or long-term recommendations about design and planning, the usage of space, the working of local governments, crime-prevention measures, etc.
- ⌚ The recommendations should be drawn from the experiences of the people who went the walk and conducted the safety audit.

### What to keep in mind

- ⌚ A Safety Audit is generally done by five or more people, who select a particular area for auditing because they have information that it is unsafe.

- ⌚ Ideally, the group should consist of some locals who should take a day- or night-time walk through the area, and speak to shopkeepers, hawkers, residents or passersby.
- ⌚ All observations should be recorded in a document.