

Computerized system and our check lists for all the future evaluations of communities in the Asian, Latin-American and European regions

At my last visit in Hong Kong, I agreed with Mr Tang - chairman of the Asian network for Safe Communities to use their computerized system and our check lists for all the future evaluations of communities in the Asian, Latin-American region and European regions. That includes our Certifying Centre, the one Certifying Centre in Hong Kong and the one in Korea and one in Colombia. Therefore I am now sending to you the program files for the two forms that we have agreed upon for you to test it on any real or imaginative community in the audit process.

- 1) Start by installing the program (downloadable program, Windows Only and instructions below).
- 2) Go through the instruction pdf file (link below)
- 3) Create a test community
- 4) Test it
- 5) Save the file (Using the export function)
- 6) Write to me about your experiences.
- 7) Come to our training session in Falun (Sept 6, 09.00-12.00) with your computer and your files (please observe that the program will only work on a Windows based system).
Moa will instruct you on where in Falun to meet.

We hope to meet people from Hong Kong, Korea, Colombia and our own certifiers.

PS I have tested it and the program is easy to handle. DS

Program installation instructions:

- 1) Retrieve the file from
http://dl.dropbox.com/u/31170881/International%20Certifying%20Process/ISC_290611.zip
- 2) Take the contents of the file (this is a zip file) and put it somewhere on your hard drive. The exact location does not matter but remember where you have your files. This require the possibility to extract files from a zip file. If you do not have that capability you can use a freeware version at <http://www.7-zip.org/>.
- 3) Double-click the setup file
- 4) Go through the installation process.
- 5) Once complete you should have a new folder in your Start -> Programs menu named OSHC. In it there should be a "International Safe Communities Certification Program" icon there. You can use this to start the program.

Program usage instructions:

The manual is available at

http://dl.dropbox.com/u/31170881/International%20Certifying%20Process/ISCCP_Auditing%20Programme%20User%20Manual.pdf

If you wish to be able to save generated reports on your computer (which the instructions states that you can't- but it is possible now) download and install a PDF writer.

I have tested this with CutePDF (<http://www.cutepdf.com/>).

This tool will improve the quality of our certifications!!!

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Chair

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