

ANNEX A: Advocacy – A Guide for Members

*INSSA's advocacy platform is **your** platform. The issues INSSA will advocate for are the issues identified by its members.*

On behalf of its members, INSSA conducts public awareness activities that address important safety and security issues. These advocacy efforts aim to ensure issues are communicated to, and debated by relevant audiences, and influence the development of solutions to challenges.

Advocacy will be carried out through a variety of means including direct engagement with key decision-makers, through to providing statements through various media in response to events.

INSSA will strive to identify and develop key messages that communicate your concerns. When submitting a request for an advocacy activity please consider the following:

1. You can assist us by ensuring your request is well thought out and contains the key issues to address. For example:
 - What is the challenge you are facing?
 - What is/has been/might be the likely impact on NGO safety and security?
 - What is the main concern or key message about the issue?
 - Who may assist in finding a solution?
 - What do you see as the potential solutions?
 - Who will benefit from advocating about this issue?

2. INSSA will consider the potential impact of all advocacy activities prior to making public statements, etc. Our communications will take account of the likely success and benefits vs. the potential risks that may arise from speaking out about a particular issue in a particular context.

3. INSSA's advocacy platform is not a space for lobbying or addressing individual employment issues.

ANNEX B: Assessment Criteria (*This form is to be completed and attached to the request*)

Each advocacy request will be assessed by the INSSA Board or nominated committee, on a case-by-case basis against the following criteria:

1. Is the intended benefit to INSSA members clearly defined?

Not defined Needs to be clarified Clearly defined

2. Is the issue clearly defined in terms of the problem, challenges, and potential solutions?

Not defined Needs to be clarified Clearly defined

3. Is the target audience defined?

Not defined Needs to be clarified Clearly defined

4. Does INSSA have a reasonable prospect of obtaining access to the target audience?

No Unsure Yes

5. Is it probable that an advocacy activity about the issue present risks to members or others?

No Unsure Yes

6. Committee Decision & Assessment Notes:

The advocacy committee will work in the best interest of all INSSA members and take informed decisions whether to approve or decline a request. The Chairperson of the advocacy committee is responsible for providing feedback to members who request support, including details on why a request may be declined.