

# IFRC Safety Message Database – How the Template Works

---

## 1. Exporting the Template

- Empty Export or Language Selection:  
When exporting the template—whether as empty or by selecting a language that includes declared "hazard," "safety message," and "supporting message"—the export will include its main populated attributes: National Society and Region.

## 2. Empty Template Export

- If the template is exported as "empty," two dropdowns will be displayed:
  - One in the "Hazard" column.
  - One in the "Urgency Level" column.
- These dropdowns allow users to select from the valid and existing options.

## 3. Language-Specific Export

- If the template is exported by selecting a language that contains the relevant information—either at the "National" level or for a specific "Region"—that information will be automatically populated in the template.

## 4. Creating a New Hazard

- The columns Title, Description, and URL must be declared each time a new hazard is created in the template.

## 5. Urgency Levels and Safety Messages

- A Hazard contains multiple Urgency Levels, and each Urgency Level contains Safety Messages.
- A new Urgency Level is only created when the following key messages no longer belong to the previous level but instead correspond to a new level in the list.

## 6. Supporting Messages

- Supporting Messages are added laterally, meaning a new column is added for each Supporting Message associated with a Safety Message.
- This addition is optional, but for better readability, it is recommended to include a header "Supporting Message N" (with N representing the column number), based on the highest number of Safety Messages.

## 6. Overall Template Design

- This creation pattern results in a staggered (layered) template that avoids the repetition of rows.