

 <p>S P Jain School of Global Management DUBAI • MUMBAI • SINGAPORE • SYDNEY</p>	<h2>Risk Management Policy</h2>
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1. Purpose

Risk management is a key feature of good corporate governance. S P Jain School of Global Management (S P Jain) uses risk management processes to identify, assess, manage and report risks.

2. Definitions

A **Risk** is defined as the effect (positive or negative) of uncertainty on objectives. Risk is considered with reference to possible consequences and the likelihood of occurrence.

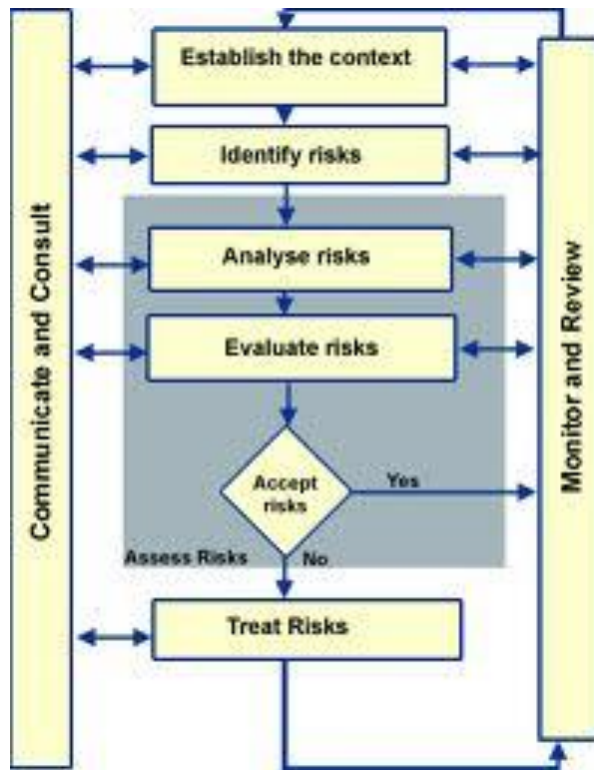
Risk Management is a tool used to support the achievement of strategic and operational goals of the company. The risk management framework provides a standardised approach to assessing risk at any level of the organisation.

3. Responsibility

- a. The Board of Directors (BoD) will be responsible in ensuring that a Risk Management Policy is formulated, implemented and regularly updated.
- b. The Risk Management Committee, chaired by the President. will assist the BoD in the supervision and implementation of the Risk Management Policy.
- c. The Vice President – Academic, Vice President – Administration, Registrar, Chief Financial Officer and Chief Marketing Officer will report to the President the potential risks within their departments as and when they arise so that a directive can be issued to alleviate potential hazards. The President will be responsible for making a full disclosure to the Board of Directors of risks, as they arise.

4. Risk Management Framework

The School uses the Risk Management Framework developed under Standards Australian and Standards New Zealand (AS/NZS ISO 31000:2009) as detailed diagrammatically below by AS/NZS ISO 31000:2009.



5. The Risk Management Process

- a. The risk management policy will be implemented through the development of a risk management plan.
- b. The risk management plan will assess the operational risks that may occur due to the breakdown of internal controls and corporate governance. Other risks assessed will include major failure of information technology systems or events such as fires and other natural disasters, as well as financial risks that may occur due to factors such as decreased enrolments that could reduce the revenues needed to carry on the daily operations.
- c. The Risk Management Committee will be responsible for listing the key areas of risk in the plan and assigning each factor under each area the level of risk and the likelihood of occurrence.

d. The risk management plan will include:

- i. Comprehensive policies and procedures approved by the Board of Directors
- ii. Procedures and processes in place to implement necessary policies
- iii. A code of conduct for staff, which is periodically reviewed
- iv. Responsibilities and levels of authority required in relation to various types of activities and exposures are clearly defined
- v. Proper and adequate delegation of duties
- vi. The auditor of the School possesses the necessary experience and expertise to audit the activities of the School
- vii. Adequate procedures for recording, monitoring and reporting the complaints received from the students, staff and other stakeholders, and ensuring that this is done in a systematic manner
- viii. Adequate screening processes are in place for recruiting staff with the necessary experience and professional capabilities
- ix. Staff development programs are organised to provide adequate training for all staff
- x. Adequate policies and controls are in place to ensure that financial transactions are documented, properly executed, confirmed, maintained and audited

e. The Risk Management Committee will provide a quarterly update on Risk management to the BoD.

Related Documents

Term of Reference of the Risk Management Committee
Risk Management Plan