



Risk Management Policy

20/09/2022

SECTION 1: RISK MANAGEMENT POLICY

1.1. Policy Statement

Wheelchair Rugby Australia (**WRA**)'s vision for wheelchair rugby to be Australia's premier para-sport.

WRA acknowledges that risks are inherent in some aspects of wheelchair rugby. WRA also acknowledges that it faces a variety of other risks related to the pursuit and delivery of its strategy and day-to-day operations. For these reasons, WRA understands the importance of a structured and systematised approach to the identification and management of risks.

WRA is committed to effective risk management as a strategy for protecting the Organisation, board, employees, workers, members, stakeholders, athletes, officials, coaches, visitors, volunteers and the community from unnecessary injury, loss or damage relating to the business and activities the Organisation undertakes.

WRA will regularly monitor, review and report on the effectiveness of its approach to risk management and aims to develop and maintain a risk aware culture. It will do this by adhering to the principles reflected in *ISO 31000:2018 Risk Management – Guidelines* as follows:

- Risk management activities are integral to WRA and will be integrated across all WRA's activities;
- WRA will ensure a structured and comprehensive approach to risk management;
- WRA's approach to risk management will be customised and appropriate for the nature and scale of the organisation and the risks it faces;
- WRA will be inclusive of relevant stakeholders to improve risk awareness and better inform its risk management efforts;
- WRA will be dynamic in anticipating, detecting, acknowledging and responding to changing circumstances, events and the risk landscape;
- WRA's risk management efforts shall utilise the best available information and inputs, spanning historical, current and predictive information from all relevant and available stakeholders;
- WRA acknowledges that human and cultural factors influence all aspects of risk management and will promote a risk aware culture; and
- WRA will strive for continuous improvement in its risk management performance.

WRA directors, officers and executives recognise and acknowledge their responsibilities for effective risk management. These include providing leadership and direction, allocating appropriate resources, monitoring and responding to information as it becomes available and encouraging a culture where speaking up and raising concerns is encouraged.

1.2. Purpose and scope

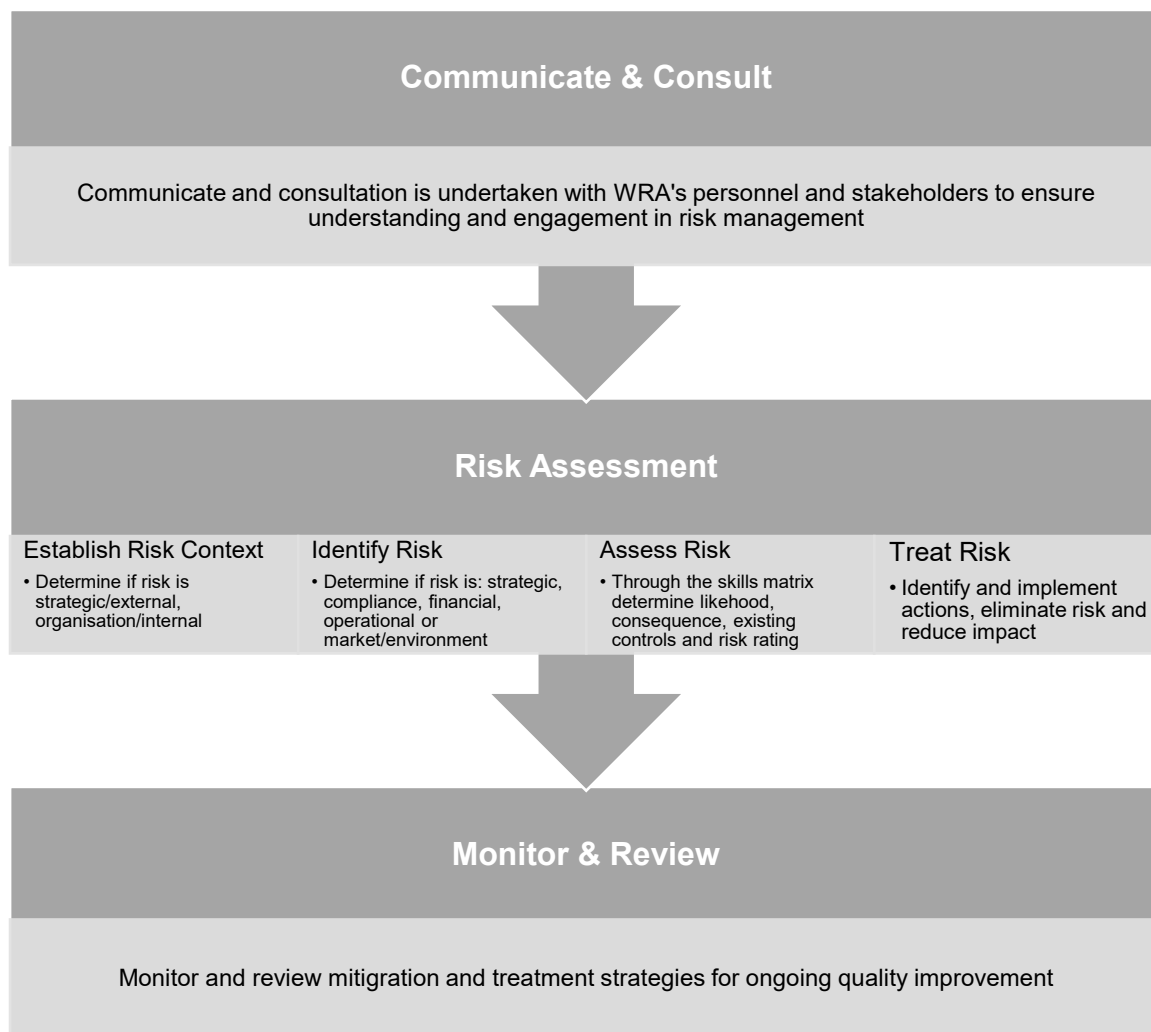
This policy aims to provide guidance to Wheelchair Rugby Australia in applying risk management processes across the Organisation's operations, to ensure that, so far as reasonably practicable, the Organisation's goals and identified outcome areas can be achieved.

This policy applies to all of the Organisation's staff, workers, Board Members, volunteers, interns and visitors (**'Personnel'**).

SECTION 2: RISK MANAGEMENT FRAMEWORK

2.1. Risk Management Process

Risk is managed through the following process:



2.2. Risk Assessment

2.3.1. Risk Matrix

LIKELIHOOD		CONSEQUENCE				
		Insignificant 1	Minor 2	Moderate 3	Major 4	Extreme 5
Almost Certain	A	Low	Moderate	High	Very High	Very High
Likely	B	Low	Moderate	High	High	Very High
Possible	C	Low	Low	Moderate	High	High
Unlikely	D	Very Low	Low	Low	Moderate	High

Rare	E	Very Low	Very Low	Low	Moderate	High
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2.3.2. Risk Likelihood

LIKELIHOOD ASSESSMENT		
LEVEL	DESCRIPTOR	GENERALISED DESCRIPTION / INDICATORS
A	Almost Certain	90% or greater probability There is credible information suggestion that the incident/event/action will occur.
B	Likely	50 – 90% probability The incident/event/action has been assessed as likely to occur.
C	Possible	20 – 50% probability The incident/event/action may occur.
D	Unlikely	10 – 20% probability The incident/event/action has been assessed as unlikely to occur.
E	Rare	Less than 10% probability The incident/event/action could occur in exceptional circumstances.

2.3.3. Risk Impact

RISK IMPACT TABLE		
LEVEL	DESCRIPTOR	GENERALISED DESCRIPTION / INDICATORS
1	Insignificant	No injuries to people; No assets lost; Minor damage only to assets; No disruption to programs and goals.
2	Minor	Minor injuries to people – medical treatment not required; Incident contained on-site; Recovery operation not required; Minor loss or damage to assets; Minor disruption to programs or goals.
3	Moderate	Some injuries to people – medical treatment required; Incident contained on-site with external assistance; Recovery operation required; Moderate loss or damage to assets; Moderate disruption to programs or goals.
4	Major	Extensive personal injuries resulting in hospitalisation or single death; Incident extends off-site and required coordinating multi-agency response; Extensive recovery operation required; Major loss or damage to assets; Major disruption to vital programs and functions.
5	Catastrophic	Multiple deaths;

		<p>Incident extends off-site and requires a significant coordinated multi-agency response; Containment may not be possible; Significant detrimental effects requiring an extensive recovery operation; Critical infrastructure/asset loss; Significant disruption, including possible termination, to vital programs and functions.</p>
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2.3.4. Risk Rating

RISK RATING	
Very High	Immediate action required to mitigate risk
High	Senior management attention needed and requires short-term action to mitigate risk
Moderate	Management responsibility must be specified and requires medium-term action to mitigate risk
Low	Manage by routine procedures as required
Very Low	Monitor change/variances in the likelihood and consequences

SECTION 3: REVIEW

This Risk Management Policy will be reviewed by the Board every year, or earlier as required. The next review is scheduled for September 2023.