



## RISK MANAGEMENT POLICY

<b>Adopted or Amended</b>	<b>By Whom</b>	<b>Date</b>
Adopted	Board of Directors	28 <sup>th</sup> March 2006
Amended	Board of Directors	1 <sup>st</sup> May 2007
Amended	Board of Directors	30 <sup>th</sup> September 2009
Amended	Board of Directors	27 <sup>th</sup> October 2010
Amended	Board of Directors	21 <sup>st</sup> December 2011
Amended	Board of Directors	4 <sup>th</sup> December 2012
Reviewed	Board of Directors	29 <sup>th</sup> October 2013
Amended	Board of Directors	4 <sup>th</sup> February 2014
Reviewed	Board of Directors	2 <sup>nd</sup> September 2014
Reviewed	Board of Directors	29 <sup>th</sup> September 2015
Reviewed	Board of Directors	20 <sup>th</sup> September 2016
Amended	Board of Directors	31 <sup>st</sup> October 2017
Reviewed	Board of Directors	4 <sup>th</sup> December 2018
Reviewed	Board of Directors	15 <sup>th</sup> October 2019



## RISK MANAGEMENT POLICY

<b>POLICY</b>	<p>Swimming New South Wales Ltd. aims to prudently manage risk to support and enhance its activities in all areas of the organisation and will ensure risk management is an integral part of all its decision-making processes.</p> <p>Swimming NSW has created comprehensive Risk Assessment documents which closely follow the National standards in Risk Management. These documents aim to identify risk exposure to SNSW and identify strategies to alleviate or reduce these risks from occurring in all activities in which Swimming NSW and its stakeholders are involved in. Swimming NSW has also developed an Incident Management Strategy document which aims to ensure Swimming NSW responds effectively to incidents that may occur and minimises any damage to the reputation of Swimming NSW amongst its members and the wider community.</p>
<b>RESPONSIBILITIES</b>	<p>The Swimming NSW Audit &amp; Risk Committee and the Chief Executive Officer are responsible for the preparation of the Risk Assessment documents and the SNSW Incident Management Strategy document.</p> <p>These documents are then presented to the Board of Directors for adoption. Once adopted the documents outline who is responsible for each of the mitigation strategies to reduce or alleviate risk. All key personnel are responsible for managing risks in their areas.</p>
<b>PROCESS</b>	<p>Once adopted the Board and the SNSW Management team will develop mitigation strategies to reduce both the likelihood and impact of identified risks. These mitigation strategies will include time frames and accountability measures. The Incident Management Group will respond to any incidents that occur during Swimming NSW operations.</p>
<b>MONITORING AND REVIEW</b>	<p>The Board &amp; the Audit &amp; Risk Committee will monitor the implementation of the mitigation strategies adopted in the Risk Assessment documents and adjust as necessary. These documents will be updated by the Chief Executive Officer and the Audit &amp; Risk Committee which are then reviewed by the Board of Directors on a quarterly basis.</p> <p>A complete review of Risk Assessment documents will be conducted in February each year with each identified risk given an updated risk ranking by the Audit &amp; Risk Committee.</p> <p>The Board &amp; the Audit &amp; Risk Committee will also periodically conduct scenario testing to ensure the Incident Management processes outlined in the SNSW Incident Management Strategy document are effective. This document will be reviewed by the Audit &amp; Risk Committee and the Board of Directors on a yearly basis.</p>
<b>FURTHER INFORMATION</b>	<p>For further information on this policy and risk management procedures, contact: The Chief Executive Officer, Swimming New South Wales Ltd.</p>