

Cambrian College Enterprise Risk Management Policy

Preamble

Risk exists in all activities and cannot be avoided. The risks taken and accepted on behalf of Cambrian College must be tolerable. The College must identify, manage and accept risks consciously.

Policy Statement

Cambrian College operates in a dynamic and competitive environment. In order to continue to succeed in fulfilling its vision, mission and strategic objectives, the College must assume varying degrees of risks. Some of these risks can be passed on to others, and the remainder fall to the institution. The College therefore needs to engage in systematic, highly effective risk management across the enterprise in order to maximize opportunity, optimize resource allocation and maintain the College's exposure to uncertainty at a tolerable level.

Purpose

The purpose of this policy is to formalize the College's enterprise risk management program and articulate the roles and responsibilities of the Cambrian College Board of Governors, College management and employees.

Definitions

Risk is defined as the chance of something happening that will have an impact upon objectives.

Enterprise Risk Management provides the framework to identify, assess and manage risks. It provides the methodology for integrating risk into decision making.

Scope

This policy is to be applied to activities undertaken by, and on behalf of, the College.

Policy

Risk management is an integral part of strategic planning and operations. It forms part of business planning and decision making, investment analysis, as well as project approvals.

Cambrian College will foster a culture of spreading best practices and expertise acquired from our risk management activities across the College for the benefit of the entire organization.

Title Enterprise Risk Management Policy

**Effective Date
January 2014**

**Replaces
N/A**

Cambrian College will maintain a risk register identifying the critical risks to the College and its various departments.

Where feasible, risks should be contractually transferred to other parties.

External risks shall be considered as well as internal risks.

A formal statement of Cambrian College’s risk appetite and tolerances will be reviewed annually and approved by the Senior Team. Activities that are outside these parameters shall not be undertaken unless specifically approved by the President or the President’s designate.

Cambrian College will establish and maintain a risk leadership team as well as administrative staffing to support Enterprise Risk Management (“Risk Staff”), reporting to the Vice-President, Finance and Administration. The President or the Vice-President, Finance and Administration will submit an annual risk report to the Audit Committee of the Board of Governors.

Responsibilities

All staff members have a responsibility for adhering to good internal controls and managing risk. Everyone shall be aware of the risks that are present in their activities.

As new risks are identified by a staff member, the latter shall report it to their supervisor, with recommended risk management strategies.

Supervisors and Managers

Supervisors and managers are responsible for ensuring that all risks in their areas of operations are identified and managed appropriately.

Deans and Directors

Deans and Directors are responsible for identifying, evaluating and managing risks within their areas of responsibilities. Deans and Directors shall ensure that everyone in their organization understands their risk management responsibilities and must make clear the extent to which the staff members are empowered to accept risks.

Risk Leadership Team and Staff

Risk Leadership Team and Staff are responsible for developing and overseeing the enterprise risk management program.

Risk Leadership Team and Staff will provide support to assist managers in identifying, assessing, and managing risks.

Risk Staff will oversee the management of the risk framework and risk register.

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Senior Team

The Senior Team is responsible for embracing and providing visible leadership over enterprise risk management, as well as approving this risk policy and the framework. It is accountable for ensuring effective mitigation strategies for key risks.

Board of Governors

The Board of Governors is responsible for ensuring that general oversight of the enterprise risk management program is satisfactory. It will be aware of critical risks to the College.

Related Resources

Enterprise Risk Management Framework & Process

Risk Appetite/Tolerance Statements