

TERMS OF REFERENCE – RISK MANGEMENT PORTFOLIO

Introduction:

The terms of reference give a broad guideline as to the responsibility of the director for this portfolio, the roles he/she plays and the interaction with the Chairperson and management.

Objective:

To oversee the development and implementation of a formal process for the identification, assessment, control (assurance) and mitigation (within set risk appetite parameters) of risks that could have an adverse impact on the objectives of the Estate.

Modus Operandi

The Director is responsible for the oversight of all risk management related matters. More specifically, the following areas fall within this responsibility:

Identify the risks that face the Estate and prioritize these risks by using a defined probability/impact assessment method and risk appetite definition per risk category (legal, financial, security, IP, IM, safety, etc)

Oversee the development of risk mitigation plans for every significant risk identified. (Treat, tolerate, terminate, or transfer)

Monitor the execution of the risk mitigation plan and the integrity status of critical controls through appropriate assurance practice

Ensure that risk profiles and mitigation controls are updated upon the occurrence of a significant incident or changing environment

Highlight unacceptable risks to the board or appropriate portfolio director

The Estate Manager is responsible for the following tasks:

Cooperate with and assist the Director with the tasks listed above

Monitor and report at defined intervals on the performance integrity of critical controls

Execute the mitigation plan and ensure timeous detection/action of critical control integrity failure

Handle the day to day risk issues and take appropriate action

Maintain the risk profile and report evolving risks to the portfolio director