



## **RISK MANAGEMENT POLICY**

### **Scope & Purpose**

The purpose of this Policy is to assist Board members to reduce the risks to Reading Friends Australia Ltd (RFA) in order to maintain the delivery of its services.

This Policy applies to all members, employees and volunteers of RFA.

### **Definitions**

Risk management is the process of identifying, assessing and controlling financial, legal, operational, physical and environmental risks to RFA's ability to continue to deliver its services.

### **Policy**

RFA is committed to eliminating, reducing or controlling risk.

RFA will foster a culture that encourages all members, employees and volunteers to identify, report and manage risks.

Where appropriate, RFA will consult with and promote active participation with members, employees and volunteers in risk management decisions.

RFA is committed to:

- providing efficient and effective delivery of its services;
- protecting the health, safety and wellbeing of its members, employees and volunteers;
- operating within approved budgets and funding;
- complying with legislative requirements.

### **Breach of This Policy**

A breach of this Policy will be considered a breach of the RFA Code of Conduct and accordingly, may result in disciplinary action including termination.

### **References**

RFA Code of Conduct

RFA Risk Management Plans

RFA Work Health, Safety & Wellbeing Policy

RFA Constitution