



*Aspire, Acquire, Prosper*

## DIRECTORATE OF RESEARCH & CONSULTANCY

### TRAINING ON BEST PRACTICES IN RISK MANAGEMENT

25<sup>TH</sup> - 27<sup>TH</sup> SEPTEMBER 2024 - LIVINGSTONE

Venue: TBA

Fee: K 6,500/participant

For Reservation Contact: Cell | 0971597305 | Email: [millankuyela@zcas.edu.zm](mailto:millankuyela@zcas.edu.zm)

#### Course Overview

In the ever-changing and unpredictable business environment, encountering risks is inevitable. Managing these increasingly significant risks differentiates a thriving organisation from one that is struggling to deal with the challenges facing it. Our **Best Practices in Risk Management Training** focuses on the issues and imperatives in proactively managing risks across business operations and the long-term sustainability of the organisation.

Our training presents a pragmatic approach to balancing risk and reward for any organization to succeed in today's fast paced inherently risky environment. It provides insights into risk management fundamentals to navigate through uncertainty with confidence as well as a systematic methodology to identify, quantify, and mitigate risks that threaten to disrupt or undermine business operations. It will also enable the participants to examine their own operations and take steps to plan and manage risk within their workplace.

#### Learning Objectives

The Risk Management training will create value for your organization by enabling Participants to:

- Develop a foundational understanding of risk management
- Enhance risk identification and assessment skills
- Build skills in risk analysis and evaluation
- Foster proficiency in risk treatment and mitigation
- Promote effective risk communication and reporting
- Integrate risk management into organizational processes
- Cultivate a risk-aware culture and continuous improvement mindset

#### Target Audience

Risk management training is designed for operations manager, risk management professionals as well as project managers, maintenance managers, and specialists who wish to advance their careers. The training is also beneficial to professionals in accounting, finance, purchasing, and procurement.

Dedan Kimathi Road | P.O. Box 35243 LUSAKA, ZAMBIA | T: +260 211 232 093/5 | T: +260 971 597 305 | E: [millan.kuyela@zcas.edu.zm](mailto:millan.kuyela@zcas.edu.zm)

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## Training Methodology

This highly practical and results-oriented program designed based on the adult learning concept. The facilitators will give plenty of input and then help participants to make sense of the themes through discussion and practice. It incorporates short inspiring demonstrations, case studies, presentations, and much practice to enhance learning. There will be ample time for Q&A, discussions with 'return to work' action planning. The course will reinforce key concepts within an inspiring and engaging learning environment.

Course Outline		
Day One: Risk Management Fundamentals		
Introduction to Risk Management		Time
<b>Learning Outcome</b> Provide participants with a clear understanding of the principles, concepts, and terminology associated with risk management as well as risk management process, key roles and responsibilities	<ul style="list-style-type: none"> <li>• Overview of risk management principles and importance</li> <li>• The Risk Management Framework</li> <li>• Understanding the risk management process</li> <li>• Roles and responsibilities in risk management</li> <li>• Types of Business Risks</li> <li>• Impact of Risk</li> <li>• Analysing real-world risk management case studies</li> </ul>	08:30 - 10:30
Health Break		10:30 - 11:00
Risk Management Fundamentals		Time
<b>Learning Outcome</b> To equip participants with techniques and tools to effectively identify and assess risks as well as build skills in risk analysis and evaluation within their respective areas of responsibility.	<ul style="list-style-type: none"> <li>• <b>Risk Identification and Assessment</b> <ul style="list-style-type: none"> <li>○ Techniques for identifying risks</li> <li>○ Risk assessment methodologies (qualitative and quantitative)</li> <li>○ Prioritizing risks based on likelihood and impact</li> </ul> </li> <li>• <b>Risk Analysis and Evaluation</b> <ul style="list-style-type: none"> <li>○ Performing risk analysis to understand risk factors and root causes</li> <li>○ Evaluating risks in terms of potential consequences</li> <li>○ Risk tolerance and establishing risk criteria</li> </ul> </li> <li>• <b>Risk Treatment Strategies</b> <ul style="list-style-type: none"> <li>○ Risk treatment options (avoidance, mitigation, transfer, acceptance)</li> <li>○ Developing risk treatment plans</li> <li>○ Balancing risk and opportunity through effective decision-making</li> </ul> </li> </ul>	11:00 - 13:00
Lunch break		13:00 - 14:00
Risk Management Systems and Processes		Time
<b>Learning Outcome</b> Enable participants to apply the systems and processes used in Risk Management	<ul style="list-style-type: none"> <li>• Risk Management Policy</li> <li>• Risk Appetite</li> <li>• Risk Limit</li> <li>• Risk Management Systems</li> <li>• Verification of Risk Management</li> </ul>	14:00 - 16:30

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	<ul style="list-style-type: none"> <li>Human Resource Development</li> <li>Top Management Commitment</li> <li>Risk Prioritisation</li> </ul>	
<b>Day Two</b>		
<b>Risk Management Implementation</b>		<b>Time</b>
<b>Learning outcome</b> Foster proficiency in risk treatment and mitigation	<ul style="list-style-type: none"> <li>Risk Monitoring and Control <ul style="list-style-type: none"> <li>Establishing risk indicators and monitoring systems</li> <li>Techniques for tracking and measuring risks</li> <li>Implementing control measures to mitigate risks</li> </ul> </li> <li>Risk Communication and Reporting <ul style="list-style-type: none"> <li>Effective communication of risks to stakeholders</li> <li>Creating risk reports and dashboards</li> <li>Tailoring risk communication for different audiences</li> </ul> </li> </ul>	08:30 - 10:30
<b>Health Break</b>		10:30 - 11:00
<b>Integration with Organizational Processes</b>		<b>Time</b>
<b>Learning outcomes</b> Enable participants gain insights into integrating risk management into strategic planning, decision-making, project management, and operational processes.	<ul style="list-style-type: none"> <li>Identifying resources and methods for implementing the Risk Management Plan</li> <li>Constructing an effective Risk Management Plan</li> <li>Integrating risk management with strategic planning and decision-making</li> <li>Embedding risk management into project management and operational processes</li> <li>Aligning risk management with governance and compliance requirements</li> <li>Developing a risk-aware culture within the organization</li> <li>Typical barriers to Implementation and how to overcome them</li> </ul>	11:00 - 13:00
<b>Lunch break</b>		13:00 - 14:00
<b>Risk Review and Continuous Improvement</b>		<b>Time</b>
<b>Learning Outcome</b> Equip participants with strategies for promoting risk awareness, engagement, and accountability as well as adopt a mindset of continuous improvement in risk management practices.	<ul style="list-style-type: none"> <li>Conducting risk reviews</li> <li>Evaluating the effectiveness of risk management practices</li> <li>Identifying and managing emerging risks</li> <li>Continually Improving the Risk Management Implementation</li> <li>Collating risk and control information into the Risk Register</li> <li>Key Risk Indicators (KRI's)</li> <li>Risk Control</li> </ul>	14:00 - 16:00
<b>Certificate Presentation</b>		16:30 - 17:00

We also offer customised in-house training and consultancy designed to address the specific needs and demands of our clients. Contact us or visit our website for several other training services.

# ZCAS: The Hub of Professional Studies

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