Dementia Alliance International (DAI) is actively working to identify and address potential risk, to ensure the safety of members, partners, staff and the organization itself.

Risk is inherent in all aspects of providing social support activities, and DAI acknowledges the role of risk management as critical to the safe and controlled provision of the service to people with dementia, their carers, families, volunteers, staff and visitors.

DAI is committed to managing risk in accordance with the process described in the Texas Labor Code.

This Standard requires that DAI’s risk management strategy is a systematic hierarchical driven process to identify, analyse, assess, communicate and treat risks that can adversely impact on the performance and standing of our agency.

The range of risks that DAI needs to be prepared to deal with will include:

- Public & Professional Liability responsibilities
- Occupational Health & Safety responsibilities
- Financial Management
- Organisational Management and Operational practices

1. **Purpose**

The purpose of this policy is to provide a framework for the elimination or mitigation of all risks associated with the DAI’s activities.

2. **Scope**

The successful implementation of the Risk management Policy requires a consistent and systematic approach to risk management at all levels of the agency’s operation.

3. **Objectives**

In order to manage risk in accordance with best practice, DAI will comply with the requirements of under the Texas Labor Code and DAI’s established ethical standards and values.

Updated June 2018
The objectives of the policy are to
- Identify, report and analyse DAI’s liability associated with its range of risks
- Encourage the ongoing identification and reporting of potential risks
- Determine the magnitude of risks
- Develop a risk matrix
- Develop, prioritise and implement ongoing plans and strategies to address risks
- Promote and support risk management practices throughout the agency
- Gain organisational support for risk management undertakings
- Educate members on good risk management practices
- Protect DAI’s community reputation as a professional, responsible and ethical organisation

The risk management system will be reviewed annually by the Board to ensure the actions remain appropriate and effective.

The Board are responsible for monitoring and assessing the following risks:
- Current Market
- Strategic
- Political
- Financial
- Operational
- Key Stakeholder Management

Management is responsible for monitoring and assessing the following risks:
- OH&S
- Organisational Management and Operational practices
- Environment and facilities
- Manual Handling
- Infection Control
- Safe Work practices and Procedures
- Food Safety

See –
- Issues Log
- Maintenance Book

Updated June 2018
Risk Assessment Checklist
- Outings Risk Assessment Checklist
- Manual handling Guidelines
- Food Safety Handbook and Audits
- Incident reports

## Risk Matrix

<table>
<thead>
<tr>
<th>Risk Category</th>
<th>Risk Description</th>
<th>Possible Impact</th>
<th>Risk Treatment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Market</td>
<td>increasing…or decreasing</td>
<td>Reduced memberships, enrolments; revenue &amp; profitability</td>
<td>Increased business development ; diversifying</td>
</tr>
<tr>
<td>Strategic</td>
<td>Lack a point of difference, quality product, and/or identified and promoted advantage and reputation for excellence in our product and services</td>
<td>Lose members, restricted growth,</td>
<td>Action: Create a point of difference</td>
</tr>
<tr>
<td>Political</td>
<td>Loss of funding due to change in government policy</td>
<td>Business sustainability</td>
<td>Action: Lobbying, build alternative business streams</td>
</tr>
<tr>
<td>Strategic</td>
<td>Failure to achieve strategic goals</td>
<td>Failure to compete in the market, loss of market share, business failure</td>
<td>Focus by the Board to ensure that strategic goals are achieved.</td>
</tr>
<tr>
<td>Financial</td>
<td>Failure to achieve budget</td>
<td>Financial loss</td>
<td>Restructure to align headcount with new revenue projection</td>
</tr>
<tr>
<td>Operatioanl</td>
<td>Administration &amp; governance</td>
<td>Financial loss; reputation</td>
<td>Efficient business processes.</td>
</tr>
<tr>
<td>Key Stakeholder Management</td>
<td>Breakdown of relationship with knowledge leader resulting in loss of ability to effectively execute</td>
<td>Loss of credibility, loss of innovative leadership</td>
<td>Transferring knowledge, integrating the networks, succession planning</td>
</tr>
</tbody>
</table>