	Policy Name	RISK MANAGEMENT POLICY	
	Policy Number	BOD-002	Rev 0
	Created By	R. Campbell (Aug 2021)	
	Approved By	Board of Directors	
	Date Approved	October 30, 2021	

RISK MANAGEMENT POLICY

1. PURPOSE

The purpose of this policy is to establish basic guidelines for the Board of Directors ("Board") in performing Risk Management for the Alpine Club of Canada ("Club"). This policy recognizes there are inherent risks in all facets of our governance, program delivery, sections and business operations.

One of the roles of a Board is to ensure that the Club is properly managing risks, including limiting the downside should risk events occur. Risk Management also has other benefits to the Club, such as the potential to: reduce injuries, prevent litigation, ensure the Club is compliant with laws and regulations, improve services we provide to our members, promote improved business services, enhance our ability to achieve our strategic goals, and over the long-term enhance our reputation, brand, and image with our members and the larger communities in which we operate.

This policy provides a guiding statement on how risk management is to be performed within the Club, clarify the performance of risk management, as well as improve how risk and mitigation strategies are communicated within the board and Club leadership.

2. APPLICATION AND SCOPE

This policy will apply to all Club activities and personnel. The goal of this policy is for the Club to better manage and mitigate risks that include, but not be limited to the following risk categories:

- *Operational/program risks:* the risk of poor program delivery, inattention to the risks inherent in events and activities, and misuse or neglect of staff, volunteers, and other resources.
- *Compliance risks:* risk of fines or other penalties for failure to adhere to laws, regulations, standards, and reporting requirements.
- *Financial risks:* risk of fraud, financial mismanagement or poor financial decision-making.
- *External risks:* risk of losing the support of funding agencies or other partners or failing to respond to economic, demographic, or other trends.
- *Governance risk:* risk of ineffective leadership, decision-making, or organizational oversight.
- *Communication risks:* risk of ineffective internal and external communications; risks that information technologies will not provide dependable service and accurate, secure information that is available when needed.
- *Technology risks:* risk of data security breaches, server hacks, system downtime, system disasters, and loss of access to services such as banking, social media, and servers.
- *Reputation risks:* risk of losing goodwill, status in the community, confidence of sponsors, and ability to generate funds and recruit volunteers
- *Strategic risks:* risk of failing to keep the organization vibrant and relevant.

3. OUTCOMES

The goals of this policy are to ensure that the Board is made aware of all risks the Club faces, as well as understands what risks are being mitigated and any changes to risk management that may be requested. It is expected that this may lead to requests for yearly budget and/or create tasks for Club Staff to pursue.

4. MANDATORY REQUIREMENTS

As part of the yearly budgeting process, the Board will ensure that a Risk Review is performed, and a Risk Register updated and presented to the Board.

The Risk Register will be used to document all risks the Club faces, assess the likelihood of the risk, the severity of impact should the risk occur and document the mitigation strategies the Club has for that risk.

The annual risk review may be undertaken by the Board, or the Board may form a Risk Committee to complete this yearly review. Should a Risk Committee be created, it shall be chaired by a member of the Board of Directors and include the Executive Director.

Any additional risk mitigation strategies will be incorporated into the yearly budget and submitted to the Board for approval.

REVISION HISTORY

Date	Description
26-Aug-2021	Rev B: Creation of policy
30-Oct-2021	Rev 0: Approved by Board of Directors