

Assessment of a Company's Risk Management

► A checklist for the assessment of a company's risk management system. How has risk management been organised? This checklist can be used under the guidance of a specialist or by a company's own workgroup.

Company:	Group/assessor:
Object of assessment:	Date:

Assess the company's risk management from different perspectives. Only pay attention to the issues that are relevant to your company. As a memory aid, **write down** arguments, additional information and decisions concerning corrective measures on a separate piece of paper. The summary sheet for risk management control measures, which is included in the Toolkit, may also be used for this purpose.

Foundation, resources and motivation

	Not true	Partly true	True
Risk management is a familiar issue in the company, and is understood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk management is considered useful	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Individual risk management control measures have been carried out in the company	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk management is anticipatory. Matters are improved before problems arise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employees are sufficiently trained in risk management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
One or more employees understand the basics of insurance and risk management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Information sources and specialists in risk management are known	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Time can be set aside for risk management e.g. for identifying hazards, as needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other comments? _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Organising and implementing risk management

	Not true	Partly true	True
Risk management is clearly supported by the company's management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The general principles of risk management are included in the company's operational policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The tasks and roles in risk management are clear	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The risk management process is outlined in instructions: who, when, what, how?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk management is monitored and reported as part of the normal management reporting system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other comments? _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Control measures for reducing risks

	Not true	Partly true	True
The company's main hazard areas have been identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identification isn't limited to typical hazards – different types of hazards are thoroughly examined	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The company uses proven risk analysis methods e.g. those recommended by specialists	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The company has adequate experience of in-depth risk analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
When analysing significant risks, in-depth risk analysis methods are used and methods of working are modified to minimise the level of risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk management is regular and systematic e.g. risks are always assessed at the launch of a project or when agreeing to undertake a project	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk management is integrated into all operations e.g. safety instructions and rules for drawing up contracts are all in place and up-to-date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other risk management methods are used as appropriate, in addition to insurance cover being considered	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Insurance cover is well considered and the company's insurances provide appropriate cover for all its operations. The limitations of insurance cover are known.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other comments? _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Use of expertise

	Not true	Partly true	True
In-house expertise is systematically used - employees participate in risk management in areas both inside and outside the scope of their own specific tasks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employees have the skill to participate in the development of risk management.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The expertise of the company's network is systematically used. There is risk management co-operation between companies and knowledge is gained from assessments in other companies.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The expertise and information services of enforcing authorities are used.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consultants, insurance companies and other experts are systematically used when needed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other comments ? _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Summary

Also answer the following questions (if necessary, on a separate sheet of paper):

- What are the three best features of your company's risk management ?
- What are the three main areas of your company's risk management that need developing ?
- How will you begin the development of your company's operations (who, what, how, when)?
