

Brief Checklist for Making Staff Risk-Aware

Initial and Ongoing Training

- Schedule regular risk management training sessions.
- Update training materials regularly to reflect new risks and best practices.

Communication Channels

- Implement an anonymous risk reporting system.
- Hold regular meetings to discuss risk-related topics.

Policy Development

- Develop comprehensive risk management policies.
- Ensure policies are easily accessible and understood by all employees.

Practical Exercises

- Conduct regular drills for different types of risk scenarios.
- Debrief after drills to discuss what was learned and how to improve.

Integration into Daily Tasks

- Include risk assessments in project planning stages.
- Encourage employees to consider risks in their everyday tasks.

Leadership Engagement

- Ensure leaders are visible and vocal about risk management.
- Have leaders participate in training and drills.

Feedback Mechanisms

- Create a system for employees to provide feedback on risk management processes.
- Regularly review feedback and make necessary adjustments.

AJN Solutions Group can supply a range of training and awareness sessions to suit the requirements of most micro and SME organisations.



**Risk Management Solutions
Corporate Governance Solutions**

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