

WACC RISK REGISTER
September 2019

Ref	Risk Description	Severity	Incidence	Action to Mitigate
1	Loss of key staff:			
1.1	Death or severe illness of CEO	High	Low	Trained staff members to act in interim. Officers to start search committee. Policy prevents senior staff from travelling in same long distance conveyance.
1.2	Death or severe illness of senior staff	High	Low	Other staff members to act in interim until replaced.
1.3	Early departure of CEO	High	Low	Emergency Leadership Planning document in place.
2.	Major funder reduction in funding	High	Low	Continue to seek diversification of funding sources; maintenance of budget stabilization fund using accumulated net assets.
3.	Building fire	High	Low	Insurance policy in place for physical assets. Off-site storage of backup data..
4.	Break in	Low	Low	Monitored burglar alarm system for Canadian office, secure office in UK.
5.	Failure of digital information storage system	High	Low	Daily off site data backup. Firewall, security and anti-malware software in place. Backup server moved to offsite location.

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6.	Reputational Risk – activities of staff and volunteer leaders	High	Low	1. Policy on official WACC statements 2. Social media policy for staff 3. Social media guidelines for WACC volunteer leaders
7.	Fraud	High	Low	Operational procedures require separate and multiple authorisations for significant financial transactions. New Auditor to be appointed.
8.	Staff ignorance of policies	Low	Low	All staff provided with complete policy manual upon hiring and with additions/changes.
9.	Loss of credibility due to conflict of interest	High	Low	Conflict of interest and conduct of business policies in place.
10.	Board lack of due diligence	High	Low	Orientation for and Responsibilities of Board members provided at 2019 face to face meeting. Provided with Handbook for Directors.
11.	Lack of strategic direction and focus *	High	Low	Strategic Plan in place until 2021. Board reviews implementation of SP at regular intervals.
12.	Inadequate policy framework *	Low	Low	Staff identify policy gaps to Officers as they become aware of them.
13.	Loss of staff commitment *	High	Low	Fair employment policy in place. Salaries above average.
14.	Government surveillance and/or pressure	High	Low	In Canada, WACC's expenditure is reviewed by the Canada Revenue Agency. In the UK, WACC's expenditure is reviewed by the Charity Commission. To date, neither entity has raised any concern.
15.	Data privacy	High	Low	Data Privacy Policy. Need to review regularly.