RISK MANAGEMENT POLICY

SBS Swiss Business School, RAK Campus

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SBS-RMP-V02	SBS Swiss Business School, RAK Campus Risk Management Policy	V02	10.03.2024
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1. Introduction

This policy establishes a structured approach to identifying, assessing, and managing risks at SBS Swiss Business School, RAK Campus. It ensures compliance with Main Campus Requirement and UAE regulations and promotes a safe, sustainable, and high-quality educational environment.

2. Purpose

The purpose of this policy is to:

- Maintain Operational stability and continuity at SBS Swiss Business School, RAK Campus.

- Safeguard students, staff, assets and institutional reputation.

- Ensure proactive Risk Management aligned with Main Campus and UAE legal and regulatory frameworks.

3. Scope

This policy applies to all students, faculty, staff, administration, and relevant Community associated with SBS Swiss Business school, RAK Campus.

4. Risk Categories and Management

4.1. Institutional Risks:
SBS Swiss Business School, RAK Campus, conducts regular policy reviews, compliance audits, and strictly follows all regulatory requirements in line with RAK DOK and the main campus to maintain institutional integrity and sustainability.

4.2. Operational Risks:

Clear policies are in place for all campus operations, supported by continuous staff training and well-defined contingency plans to address any disruptions effectively.

4.3. Financial Risks:

SBS Swiss Business School, RAK Campus, financial planning includes meticulous budget allocation, semi-annual financial audits, and stringent financial controls to ensure transparency and long-term stability.

4.4 Health & Safety Risks:

Regular safety drills, first aid stations, and strict compliance with health and safety regulations ensure the well-being of students, staff, and visitors.

4.5. IT & Data Security Risks:

SBS Swiss Business School, RAK Campus, IT infrastructure is secured with advanced cybersecurity measures, regular system updates, and strict data protection protocols, including the use of antivirus systems like Kaspersky, to safeguard sensitive information.

4.5. Reputational Risks

SBS Swiss Business School, RAK Campus upholds high ethical standards, maintains transparent communication, and has a comprehensive management strategy in place to protect and enhance our institution's reputation. Additionally, frequent checks on social media pages will be conducted by the main campus to ensure consistent and professional online presence.

5. Reporting & Compliance

- All risks must be reported to the Risk Management Committee (RMC), which includes dedicated members such as Student Affairs Representative, Academic Representative etc.

- Regular audits, including academic and financial audits, will be conducted to ensure compliance with institutional policies, regulatory requirements, and risk management protocols.

6. Annual Review

- The policy will be reviewed accordingly to ensure alignment with evolving regulations and operational needs.

7. Contact Information

For any inquiries regarding this policy, please contact: info@atmsedu.org

8. Conclusion

Effective Risk Management at SBS Swiss Business School, RAK Campus ensures a safe, stable, and high-quality educational experience. Adhering to this policy reinforces the institution's commitment to excellence and regulatory compliance.

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