



Risk Management in Projects.

(The Art of Saving Time, Money, and Creating Value)

3 Days Interactive Risk Management Workshop

Nairobi, Feb 2020

Day 1 – Project Management Recap & Risk Management Part 1

9:00 Registration, safety information etc

9:15 Opening Address (IITA Hub Director or his representative)

9:30 Introduction to the course

- Introduction of participants and workshop expectations

9:45 Session 1: Introduction - Project Management (Recap)

- What is a project? What is a programme?
- Project types; Criteria to define project type
- Principles of good project management
- Designing structures to fit the project;
- Governance - roles and responsibilities

10:45: Break

11:00 Session 2 – Project Management (Recap)

- Project lifecycle and validation;
- Project Design; Implementation, and benefit realization
- Types of project reports; team building and team working
- Close out and close down
- Post Implementation reviews – business learning

12:30: Case Study/Exercise 1

13.15: Lunch

14:15 Session 3 – Introduction (Risk Management)

- Strategy, Goals and Objectives
- Why performance measurement and management?
- Governance - Roles & Responsibilities
- What is risk and why manage risk?
- Risk management principles
- Attributes of effective risk management

15:15: Case Study/Exercise 2

16:00: Break

16:15 Session 4: Risk Appetite and Strategic Objectives

- Definitions - Risk Appetite
- Difference between Risk Statements, Tolerances and Limits
- Developing Risk Appetite Indicators
- Communicating, Monitoring and Updating Risk Appetite



17:00 End of day 1 review

- Summary of day 1 learning points
- Review of Day 1 & Plan for Day 2

Day 2 – Risk Management Part 2

9:00 Introduction to day 2

- Reminder of the topics covered on day 1
- Day 1 refresher: Project quiz
- Summary of day 2 topics

9:45 Session 5: The risk management process: part a

- Establishing the context
- Exercise 1: Establishing the context
- Risk identification theory
- Risk identification tools
- Exercise 2: Risk identification
- Risk description

10:45 Break

11:00 Session 6 – The risk management process: part b

- Risk analysis and evaluation
- Qualitative analysis & evaluation
- Awareness of quantitative analysis & evaluation

12:45 Lunch

13:30 Exercise 3: Bow-tie & feedback – Bow-tie exercise

14:30 Session 7: The risk management process: part c

- Risk treatment (also called risk response)
- Risk treatment plans
- Risk reporting and assurance

15:45 Case study/Exercise 4

16:15 Break

16:15 Session 8: Risk management framework

- Overview of the ISO 31000 & COSO framework
- Mandate, commitment and Design
- Exercise 3: Risk management responsibilities
- Implementing, monitoring and review
- Continual improvement

16:45 End of day 2 review

- Summary of day 2 learning points
- Review of Day 2 & Plan for Day 3

17:00 Close of day 2



Day 3 – Risk Management Part 3 & Leadership

9:00 Introduction to day 3

- Reminder of the topics covered on day 2
- Day 2 refresher: Risk quiz
- Summary of day 3 topics

09:30 Session 9: Key Risk Indicators (KRIs) & Key Control Indicators (KCIs)

- Definition of terms
- Developing simple to use, but effective indicators
- Differentiating Key performance Indicators from KRIs and KCIs
- Sources of Information When Developing KRIs and KCIs
- Communication and Reporting
- Role of the Board, Management, and Risk Owners
- The Value proposition for Key Risk Indicators

10:00 Session 10: Good risk management

- How do we know when we doing risk management well?
- Being a successful risk manager
- Achieving a risk aware culture through successful risk management

11:00 Break

11:15 Exercise 5

11:45 Session 11: Leadership and Inspiring Positive Culture

- Why organisations still fail, in spite of risk management programme in place
- Leadership theories and practical applications
- Sources of leaders' power and Influence
- How leaders create culture
- How leaders influence people
- The importance of leadership in creating risk culture

13:00 Exercise 5

13:30 Lunch

14:15 Moremi Risk Management Film & Games

15:00 Practical Applications & Questions

16:00 End of Course Assessment paper Certification & Completion Feedback form