

ASSESSMENT DETAILS

ESCALATION CONTACT:

Team Lead:		Contact No.:	
Affected Parties:			

ACTIVITY OR SERVICE DETAILS

Purpose:		Date:	
Benefit: Ensures alignment of financial plans with life goals. Improves tax efficiency with integrated solutions. Maximizes asset growth through tailored strategies. Offers peace of mind with continuous monitoring and support. Provides comprehensive financial planning for individuals and families. Reduces financial risks through diversification and expert advice.			

HAZARDS

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Client Data Breaches	Loss of client trust, regulatory penalties, reputational damage	Protects client privacy and prevents reputational damage.	Implement end-to-end encryption for all data transfers and storage. Conduct periodic cybersecurity audits and ensure compliance with data privacy regulations like GDPR. Train employees on best practices for data handling and breach response. (ALL)	Clients, IT teams	Before Measure: High After Measure: Med
Concentration Risk	Overexposure to specific sectors, portfolio underperformance, systemic risks	Focused investments can lead to higher returns if the concentrated assets perform well.	Regularly perform concentration analyses and rebalance portfolios to reduce reliance on overexposed areas. Use correlation metrics to identify hidden risks and create contingency plans for significant underperforming sectors. (ALL)	Portfolio managers, clients	Before Measure: High After Measure: Med

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Credit Risk	Default on obligations, financial losses, impaired assets	Access to higher-yield investments that can enhance portfolio returns.	Conduct in-depth credit evaluations using both qualitative and quantitative methods. Monitor credit ratings continuously and use credit default swaps for protection. Establish clear risk thresholds and include provisions for impaired assets in financial planning. (ALL)	Clients, financial institutions	Before Measure: High After Measure: Med
Currency Risk	Adverse currency movements, reduced portfolio value, financial instability	Potential gains from favorable currency movements.	Develop a comprehensive currency risk management policy that includes both short-term hedging instruments and long-term strategic exposure adjustments. Conduct scenario analysis to predict potential impacts of exchange rate fluctuations. (ALL)	Portfolio managers, clients	Before Measure: High After Measure: Med
Cybersecurity Threats	Data breaches, loss of client trust, legal penalties	Protects sensitive client information, maintaining trust and avoiding legal penalties.	Develop a multi-layered cybersecurity framework, including encryption, firewalls, and intrusion detection systems. Conduct regular penetration tests and simulate phishing attempts. Ensure data backups are secure and regularly updated. (ALL)	Clients, IT teams	Before Measure: High After Measure: Med
Economic Downturn	Portfolio value depreciation, financial instability, reduced returns	Opportunity to acquire undervalued assets during market lows.	Monitor leading economic indicators and stress test portfolios for resilience under adverse economic scenarios. Maintain a balance of defensive and growth-oriented investments to manage risks during downturns. (ALL)	Clients, portfolio managers	Before Measure: High After Measure: Med
Emerging Market Risk	Currency volatility, regulatory instability, political instability	High growth potential from underdeveloped markets.	Conduct in-depth country risk analysis, considering factors such as political stability, currency volatility, and regulatory frameworks. Diversify investments within and across emerging markets to mitigate localized risks. (ALL)	Portfolio managers, clients	Before Measure: High After Measure: Med

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Environmental Risk	Loss of asset value, reputational damage, regulatory penalties	Investing in sustainable companies can lead to long-term gains.	Develop an ESG (Environmental, Social, Governance) investment strategy that includes detailed risk assessments for climate-related issues. Partner with specialized consultants to analyze environmental risks for key assets. (ALL)	Clients, stakeholders	Before Measure: High After Measure: Med
Fraud and Financial Crime	Financial losses, reputational damage, regulatory scrutiny	Reduces exposure to financial losses and enhances client trust.	Implement advanced fraud detection systems, including real-time transaction monitoring and machine learning algorithms. Conduct regular audits, enforce stringent know-your-customer (KYC) protocols, and provide staff training on identifying suspicious activities. (ALL)	Clients, employees	Before Measure: High After Measure: Med
Inflation Risk	Erosion of purchasing power, reduced real returns, portfolio underperformance	Preserves purchasing power and can enhance real returns.	Incorporate inflation-indexed securities, such as Treasury Inflation-Protected Securities (TIPS), into portfolios. Adjust asset allocation toward equities, commodities, and real assets that historically outperform during inflationary periods. (ALL)	Clients, portfolio managers	Before Measure: High After Measure: Med
Influx of Regulatory Scrutiny	Fines and penalties, business disruptions, reputational damage	Enhanced credibility and reduced risk of penalties.	Establish a proactive compliance culture by regularly engaging with regulators and industry forums. Conduct periodic compliance self-assessments and address potential violations before inspections occur. (ALL)	Clients, employees	Before Measure: High After Measure: Med

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Interest Rate Fluctuations	Significant financial losses, portfolio value reduction, mismatch of asset-liability duration	Opportunity to benefit from favorable interest rate movements.	Develop an interest rate risk management plan that includes periodic reviews of rate-sensitive assets and liabilities. Employ duration matching strategies and incorporate tools like forward rate agreements and swaps to manage exposure across varying scenarios. (ALL)	Clients, portfolio managers	Before Measure: High After Measure: Med
Liquidity Risk	Inability to meet short-term obligations, forced asset sales, reputational damage	Ability to invest in less liquid assets that may offer higher returns.	Maintain an adequate liquidity buffer in both liquid assets and committed credit lines. Conduct regular liquidity stress tests to ensure readiness for unexpected cash outflows. Create a liquidity contingency plan to prioritize asset disposal and liability management. (ALL)	Clients, financial institutions	Before Measure: High After Measure: Med
Market Volatility	Significant financial losses, portfolio instability, loss of client trust	Potential for higher returns by capitalizing on market fluctuations.	Establish a dynamic risk management framework that includes scenario analysis and stress testing. Regularly monitor and adjust exposure to volatile markets by reallocating assets based on market conditions. Use derivatives to hedge significant downside risks effectively. (ALL)	Clients, portfolio managers	Before Measure: High After Measure: Med
Model Risk	Inaccurate projections, flawed decision-making, financial losses	Accurate models can lead to better investment decisions.	Implement a rigorous model validation process involving independent review teams. Ensure all models are tested under extreme scenarios and regularly updated for market relevance. Educate users on model assumptions and limitations to mitigate misuse. (ALL)	Portfolio managers, analysts	Before Measure: High After Measure: Med

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Natural Disasters	Operational disruptions, loss of critical data, financial instability	Operational resilience and minimal disruption during crises.	Create a business continuity plan that includes disaster recovery procedures for IT systems, off-site backups, and alternative work arrangements. Conduct scenario-based training to ensure readiness. (ALL)	Employees, clients	Before Measure: High After Measure: Med
Overleveraging	Margin calls, forced asset sales, financial instability	Higher return potential through efficient capital utilization.	Implement leverage caps and conduct regular stress testing to evaluate the impact of margin calls and interest rate changes. Maintain contingency liquidity reserves to meet leverage obligations without asset sales. (ALL)	Clients, portfolio managers	Before Measure: High After Measure: Med
Political Risk	Portfolio instability, regulatory changes, loss of investment opportunities	Access to emerging markets with high growth potential.	Establish a geopolitical risk monitoring framework to assess political instability across regions. Diversify geographically to mitigate localized political events. Consider partnerships with local experts for in-depth political insights. (ALL)	Clients, portfolio managers	Before Measure: High After Measure: Med
Reputational Risk	Loss of clients, reduced revenue, negative brand perception	A strong reputation attracts clients and business opportunities.	Proactively monitor brand sentiment through social media and public relations tools. Have a crisis communication team ready with pre-designed response protocols. Build a culture of transparency and ethical practices across the organization. (ALL)	Clients, employees, stakeholders	Before Measure: High After Measure: Med
Third-party Vendor Risk	Service disruptions, confidentiality breaches, financial losses	Access to specialized expertise without building internal capacity.	Establish a vendor management framework with rigorous due diligence before onboarding. Periodically review vendor performance and financial stability. Include clear terms in contracts regarding service levels, confidentiality, and liability. (ALL)	Clients, organization	Before Measure: High After Measure: Med

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Concentration of Client Base	Revenue instability, overdependence on a demographic, limited growth	Greater revenue stability and access to new markets.	Diversify client acquisition strategies to reduce dependency on a specific demographic or geographic area. Conduct market segmentation analysis and expand into underserved regions or sectors. (ALL)	Clients, organization	Before Measure: Med After Measure: Low
Conflicts of Interest	Reputational damage, regulatory scrutiny, loss of client trust	Fosters transparency and strengthens stakeholder relationships.	Establish a conflict of interest policy that includes mandatory disclosures by employees and leadership. Conduct annual reviews to identify and address potential conflicts. Set up independent oversight committees for key decisions. (ALL)	Employees, leadership	Before Measure: Med After Measure: Low
Cultural Misalignment	Reduced productivity, high employee turnover, operational inefficiencies	Improved employee retention and productivity.	Foster a unified organizational culture through regular communication, inclusive policies, and alignment of employee goals with organizational values. Conduct periodic surveys to gauge employee satisfaction and engagement. (ALL)	Employees, organization	Before Measure: Med After Measure: Low
Employee Misconduct	Reputational damage, regulatory scrutiny, financial penalties	Maintains organizational integrity and fosters a positive culture.	Develop a code of conduct with clear disciplinary protocols for violations. Conduct regular training sessions on ethics and professional behavior. Use anonymous reporting systems to encourage whistleblowing. (ALL)	Employees, leadership	Before Measure: Med After Measure: Low
Legal Risk	Legal disputes, financial penalties, operational interruptions	Protects the organization from costly legal disputes and enhances operational integrity.	Work with in-house legal teams and external counsel to stay updated on changes in relevant legislation. Perform periodic reviews of client agreements and implement a robust dispute resolution mechanism. (ALL)	Clients, employees	Before Measure: Med After Measure: Low

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Operational Risk	Process inefficiencies, fraud, reputational damage	Streamlined operations can lead to cost efficiencies.	Create a centralized operational risk management team to oversee internal processes. Implement advanced risk monitoring software, enforce segregation of duties, and establish a whistleblower policy. Periodically review processes for inefficiencies or vulnerabilities. (ALL)	Employees, clients	Before Measure: Med After Measure: Low
Regulatory Compliance	Fines and penalties, reputational damage, business interruptions	Maintaining compliance enhances reputation and client trust.	Employ a dedicated compliance officer to oversee adherence to legal and regulatory requirements. Invest in real-time compliance monitoring systems and conduct regular staff training on regulatory updates and risk management protocols. (ALL)	Clients, employees, stakeholders	Before Measure: High After Measure: Low
Taxation Risks	Increased liabilities, financial penalties, loss of reputation	Optimized returns through efficient tax planning.	Work with tax advisors to navigate changes in tax laws and regulations. Maintain compliance through regular audits and ensure accurate reporting of taxable income. Implement tax-efficient strategies to minimize liabilities. (ALL)	Clients, financial institutions	Before Measure: Med After Measure: Low
Technological Obsolescence	Reduced competitiveness, operational inefficiencies, loss of market share	Enhanced efficiency and long-term competitiveness.	Regularly evaluate and upgrade IT systems to stay aligned with industry standards. Invest in emerging technologies like AI and blockchain to maintain a competitive edge. Ensure sufficient training for employees on new systems. (ALL)	Clients, organization	Before Measure: Med After Measure: Low
Technology Failures	Operational interruptions, loss of data, reputational damage	Streamlined operations and enhanced efficiency.	Develop an IT risk management strategy with redundancy systems, regular software updates, and robust disaster recovery plans. Conduct routine maintenance and testing to ensure system reliability and continuity. (ALL)	Clients, IT teams	Before Measure: Med After Measure: Low

HAZARD	RISK	RISK BENEFIT	MEASURE	RISK TO	RISK LEVEL
Unforeseen hazard	Illness, injury, death		Ongoing dynamic risk assessment conducted by all relevant personnel. Any identified potential risks should be immediately reported to the appropriate supervisor or risk manager, and corrective action should be taken as necessary. (ALL)	All	N/A

NOTES

Extra notes & evaluation:

Completed by

Reviewed/Approved by

Risk Assessment Date

Review Required Date