

**Workplace Essentials**

# Risk Assessment and Management

Prepared as a professional course profile for delegate review, sponsorship approval and organisational training planning.

COURSE CODE

**MSD2971**

DELIVERY

**Online / Face-to-Face**

DURATION

**Flexible**

PREPARED FOR

**Organisation Approval**[Register for this Course](#)[View Online Course Page](#)

## Course Overview

This **Risk Assessment and Management** course by **Magna Skills** is designed to equip professionals with the knowledge and skills to identify, evaluate, and mitigate risks across various organizational contexts. The course focuses on practical tools and frameworks for assessing risks, developing risk management plans, and fostering a proactive risk culture. Through interactive sessions, real-world case studies, and hands-on exercises, participants will learn how to safeguard organizational objectives, ensure compliance, and enhance decision-making in both public and private sector environments.

This course is ideal for managers, auditors, project officers, compliance officers, and anyone responsible for organizational governance and control.

## Course Outcomes

By the end of this course, participants will be able to:

1. Understand the principles and frameworks of effective risk management.
2. Identify and analyze potential risks affecting organizational performance.
3. Develop comprehensive risk assessment and mitigation strategies.
- 4.

Implement monitoring and reporting mechanisms to manage emerging risks.

5. Foster a culture of risk awareness and accountability within their organization.

## Course Outline / Curriculum

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1. **Introduction to Risk Management**
  - Definition, scope, and importance of risk management
  - Types of risks: operational, financial, strategic, and compliance
2. **Risk Management Frameworks and Standards**
  - ISO 31000, COSO ERM, and other global standards
  - Adapting frameworks to different organizational settings
3. **Risk Identification Techniques**
  - Tools and approaches for identifying potential risks
  - Stakeholder engagement and brainstorming methods
4. **Risk Analysis and Evaluation**
  - Qualitative and quantitative risk assessment
  - Probability and impact analysis
5. **Developing a Risk Management Plan**
  - Setting risk tolerance and appetite
  - Prioritization and mitigation planning
6. **Implementing Risk Controls**
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Designing control measures

- Integrating risk management into organizational processes

7.

### **Monitoring and Reviewing Risks**

- Key Risk Indicators (KRIs) and performance metrics
- Continuous improvement and learning from incidents

8.

### **Crisis and Contingency Planning**

- Managing emergencies and disruptions
- Business continuity and recovery strategies

9.

### **Communication and Reporting in Risk Management**

- Risk reporting frameworks
- Communicating risks to management and stakeholders

10.

### **Building a Risk-Aware Culture**

- Embedding risk thinking across departments
- Leadership roles in promoting proactive risk management

## **Target Audience**

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## Key Course Benefits

### Work-Ready Skills

Delegates leave with practical tools, templates and methods they can apply immediately at work.

### Better Institutional Results

The programme supports stronger planning, reporting, compliance, accountability and service delivery.

### Sponsor-Friendly

This document is designed to help supervisors, HR units and sponsors approve delegate participation quickly.

### Professional Recognition

Delegates receive training documentation and a certificate of completion after successful participation.

## Our Training Centres & Delivery Options

Magna Skills offers flexible delivery through face-to-face training centres across Africa and beyond, plus Online / E-Learning for delegates who prefer remote participation.

### Southern Africa

Practical training destinations with strong travel access and delegate support.

Pretoria, South Africa    Vic Falls, Zimbabwe  
Livingstone, Zambia

### East Africa

Popular regional centres for government, NGO and donor-funded project teams.

Kigali, Rwanda    Kampala, Uganda    Nairobi  
Zanzibar, Tanzania

### West Africa & Islands

Strategic locations for regional networking and executive capacity building.

Accra, Ghana    Port Louis, Mauritius

### International Executive Venue

Premium destination training for senior teams and international delegates.

Dubai, United Arab Emirates

### Online / E-Learning

Attend from anywhere through live online, blended or self-paced learning options.

Online, E-Learning    Remote Teams    Flexit

### Organisation-Based Training

Magna Skills can also arrange dedicated in-house training for ministries, NGOs and companies.

Onsite    Custom Dates    Group Training

## Ready to Nominate Delegates?

Use the links below to register, review the live course page or contact Magna Skills for organisation-based training support.

[Register / Apply Online](#)

[View Full Course Page](#)

## About Magna Skills

Magna Skills Development Institute provides practical capacity building programmes for government departments, NGOs, public institutions, donor-funded projects and private sector professionals across Africa. Our training approach combines expert facilitation, real workplace case studies, practical tools, post-training support and professional documentation that helps organisations strengthen staff performance and service delivery.

Government Training

NGO Capacity Building

Corporate Workshops

Online Learning

Face-to-Face Training

Certifica

## Approval & Authorisation Form

This section may be completed by the organisation, department, HR office, finance office or sponsor approving delegate participation. It can be attached to an internal memo, procurement request or training approval submission.

<b>Organisation / Department</b>	
<b>Delegate Name(s)</b>	
<b>Approved Course</b>	Risk Assessment and Management
<b>Preferred Delivery Mode</b>	<input type="checkbox"/> Online <input type="checkbox"/> Face-to-Face <input type="checkbox"/> Organisation-Based Training
<b>Preferred Training Venue / Date</b>	
<b>Estimated Number of Delegates</b>	
<b>Budget / Vote Number</b>	
<b>Contact Person</b>	
<b>Email / Mobile</b>	

\_\_\_\_\_  
Authorised Name

\_\_\_\_\_  
Signature / Stamp

\_\_\_\_\_  
Date