Risk Report

Name: Stefanie

Position: risk officer

E-mail: riskofficer@alsa.asn.au

# What has happened so far...

Throughout 2016 I have been reading the risk report completed by an accountant which highlights potential problems within the ALSA organisation and framework.

Alongside the ALSA constitution I have been researching and analysing systems that can be effectively put into place in order to rectify the problems encountered by the report.

Many of the suggestions seem to be too difficult to implement, for example the entire restructure of ALSA and the hierarchy. However others have been set in motion to change very soon.

In total there are about 13 real identified risks that have been reported on and assessed.

I have analysed the correct ByLaw to implement the change of September council handover procedures. It appears that there is nothing that adequately describes this procedure and am working of making this amendment with the Policy Officer. It does not require a constitutional amendment but a alteration of position descriptions.

Further it has been decided that there is already an online storage facility that adequately stores the data for past, present and future ALSA members. Looking into this required research into different online storage mediums and liasing with various ALSA members.
Currently there is enough storage on the free online g-drive to store all ALSA records and therefore no expenditure of monies is needed to future this until a potential storage problem in future. In which case I make the recommendation that ALSA merely purchase the storage from Google, as research indicates it is the cheapest. Also does not require a large document overhaul.

Further research went into looking into a permanent storage devise to store a hard copy of all ALSA documents, potentially to be kept with VP admin. However after much research and an inquiry into the thoughts of other ALSA members it was decided that this also does not seem like a feasible outcome to physically store these documents. An online system will be much more effective for future members to access and share documents.

Meetings with the President and other ALSA members have been organised to discuss their various opinions on the changes to made.

# What you plan to do between now and July Conference

I plan to liaise with the IT officer to correctly identify and implement a procedure to ensure that the email malfunction that occurred earlier in the year does not repeat. This will require both an in-depth report on the IT side to educate on what problems lead to this downfall and what he believes will prevent future IT officers from suffering the same fate.

Further the finalisation of the new bylaws and a joint endeavour with the Policy Officer has been arranged to occur in Tasmania to finalise the handover procedures. This will allow future members come to September council and start running ALSA from the second day. This will allow the new members to ask questions, gain insight and fully appreciate the ALSA system.

Finalisation of my presentation will be completed.