



PHOENICIA UNIVERSITY

Risk Management Policy

Phoenicia University

Risk Management Policy

Overview

This Risk Management Policy establishes a structured approach for identifying, assessing, monitoring, and mitigating risks across Phoenicia University (PU). It ensures the University maintains operational resilience, protects its community, and supports the achievement of strategic objectives.

Scope

This policy applies to all University operations, including faculty, staff, students, and affiliated stakeholders.

Accountability

Accountable/Responsible Officer	Accountable Officer
Accountable Officers	Quality Assurance and Accreditation Office
Responsible Officer	Risk Management Office

Policy Statement

PU is committed to proactive and systematic risk management to safeguard its operations, community, and reputation. Risk management is integrated into strategic planning and daily decisions, in line with ISO 31000 standards. All risks—strategic, operational, financial, technological, and health & safety—are identified, assessed, and mitigated promptly.

PU strives to maintain institutional resilience, continuity of teaching and learning, and compliance with regulatory and ethical standards. The University promotes a culture of awareness and accountability where all faculty, staff, and relevant stakeholders contribute to managing and reporting risks, while decisions are guided by the principles of transparency, preparedness, and continuous improvement.

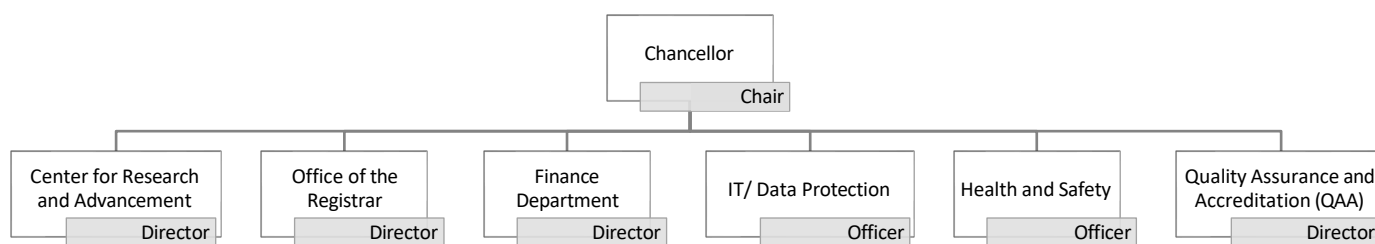
Risk Management Governance

- **Risk Management Committee (RMC)**

The Risk Management Committee (RMC) is the primary body responsible for overseeing risk management at PU. It maintains the institutional Risk Register, reviews enterprise risks, approves and monitors mitigation measures, and ensures timely reporting. The Committee meets at least twice annually or whenever circumstances require urgent attention.

- **RMC Composition and Roles**

The RMC is composed of:



The following table elaborates the RMC composition and role:

Position	Role / Responsibilities
Chancellor (Chair)	Provides overall strategic guidance and approves risk mitigation plans
Director of Center for Research and Advancement	Monitors research-related risks and ensures compliance with academic and ethical standards
Director of Office of the Registrar	Oversees student-related operational risks and academic records
Director of Finance Department	Tracks financial and operational risks, including budgeting, liquidity, and resource allocation
IT / Data Protection Officer	Monitors technology and data-related risks, including cybersecurity and digital continuity
Health & Safety Officer	Ensures safety and compliance with health and safety regulations
QAA Director	Maintains the Risk Register, tracks mitigation efforts and KPIs, oversees policy compliance, coordinates reporting to SMT and Board

Risk Management Process

PU follows a structured risk management process:

1. **Risk Identification** – Recognize internal and external risks and document them in the Risk Register.
2. **Risk Assessment** – Evaluate likelihood and impact, and prioritize risks.
3. **Risk Mitigation** – Implement strategies to reduce, transfer, avoid, or accept risks.
4. **Monitoring and Review** – Track the status of risks and effectiveness of mitigation measures.
5. **Reporting** – Communicate risk updates to SMT, Board, and relevant stakeholders.

Key Risk Categories

- **Strategic Risks** – Risks affecting PU’s mission, goals, and reputation.
- **Operational Risks** – Risks related to academic delivery and administrative processes.
- **Financial Risks** – Budgeting, liquidity, and resource allocation risks.
- **Health & Safety Risks** – Risks affecting staff, students, and visitors.
- **Technology & Data Risks** – Cybersecurity, IT system continuity, and data protection.



Main Campus, District of Zahrani,
Saida-Tyre Highway, South Lebanon

+ 961 7 420 720

