



RISK REGISTRY

Effective Date: 31 Oct 2022

Document Code:
QMS-RMGT-F01

Rev. No.00 Ref #:

Issue	Type	R/O	Interested Parties	Needs & Expectation	Consequence / Benefits	P	S	R/O Level	Available Controls
VAT-UAE	E	Cost of the business will be higher	Customer/Client/ Gov't	On-time payment of VAT	Increased business overhead	5	3	15	Launch offers to mitigate the impact of VAT
Legal requirements	E	Unaware of legal compliance	Gov't Bodies/ Agencies	Comply with the regulatory, statutory and other legal compliance	Penalties / cancellation of licenses	1	5	5	Ensure the compliance on legal requirements pertaining to the products and services up-to-date on new legal requirements
Unmotivated employees	I	Staff turn-over/ absenteeism Lack of efficiency on the work	Employees	Management support / Good working environment /Competitive Salary	Goals will not be achieved And company will loss the income	5	5	25	Motivational programs Understand employee requirements Proper internal communication
Transport issues	I	Delayed on product delivery to customer/Client	Customer/Client	On-time Delivery on all products	Customer can apply liquidity damage Contract	1	5	5	Preventive maintenance on the transportation Proper communication



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					cancellation				
Pending payment to supplier	I	Delayed on product delivery to customer/Client	Supplier	Release of payment on time Good customer and supplier relationship	Production delayed due to Supplier will not deliver on-time	1	5	5	On time payment to the supplier based on the agreed contract
Unsafe operation	I	Safety and environmental incident	employee/ regulatory body/ insurance company/ family of the worker	Awareness training to all staff/workers Conduct proper risk assessment Visibility of signboards and availability of HSE controls	Negative impact to employee Increase of insurance premium, Difficulties on obtaining client due to poor QHSE records	5	1	5	Awareness training to all staff/workers Conduct proper risk assessment strictly follow the safety regulation impose fines to the law violator
Failure to retain experience and hiring incompetent staff	I	low performance of the work Improper management system high staff turnover Risk on staff join the company competitor	Employee	Commitment from the top management Focus on the staff welfare Rewards and motivations	inefficiency of company performance business strategies will get corrupt disturbance on the production it will affect the quality of the products drop of sales	5	5	25	Evaluation of the performance Salary increment or bonuses based on the performance evaluation Hiring experience staff Provide adequate training and instruction to newly hired staff.
delayed on bank payment	E	increase of interest re-finalizing the loan due to delayed payment additional charges blacklist from	Bank/ Finance institute/Investors /Stake holders	High income rate Onetime payments of debt without any delay	Bad image from the market reputation going down Collapse of the business	5	10	50	On time or advance payment on bank Selling unimportant assets to pay the bank loan



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		central bank of UAE			Loose of share holders Company will be closed				
Market slowdown	E	Constraint to production budget	Supplier, client	Business assurance	Direct impact on the business Less clients	5	10	50	Develop new market plan More interaction to potential clients Advertisement/ Propaganda
Order Mistake	I	Delayed of deliveries Dissatisfaction of client	Client/ supplier	Delivery of product as per the ordered items Proper communication	Dissatisfaction of customer Delayed on the deliveries	1	5	5	Resale the material to another customer NCR will be raise and corrective action will be implemented
Deficiency in production machines	I	Production line will stop totally Delayed the work	Client/ maintenance dept./ production department/ manufacturer of machine	Preventive maintenance Proper use of the machine Trained the operator Adequate supervision	Delayed the work Loss of company income Dissatisfaction of customer	5	5	25	Availability of Standby / manual production line Preventive maintenance on the machine Issues can be fix through online system from the manufacturer of the machine
Price inflation of the raw material	E	Loss of company benefits leaser competencies to other companies	Competitor/ Customer	Fix price on the products Good quality with low price	Needs to sell the products in low price due to sudden decrease of raw material price before it reaches to the organization	5	5	25	Purchase the raw material in low price Follow the market price in daily bases Advance order during low price
Changes of market requirement	E	Material will not be sold on time	Regulatory bodies/ clients/customer	Follow the market requirements Availability on desired color as	Obliged to sell the goods in a low price.	1	5	5	Check the market requirements Recoated/Recolor the raw material in order to fit in the



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				per the fashion trends					market Customer satisfaction due to swift time if recolor or coated the raw materials
Fire rated certification from civil defense	E	Opportunities: gain more customer increase of prices due to the new certification Open new market sections	regulatory bodies Customer Government client	Compliance of legal requirements Provide real fire rated material/ products	Open more market sections with high price	10	10	100	Getting the required certificate from the civil defense Improved marketing strategies
Similarities of normal and fire rated products	I	Delivery of normal products instead of fire rated products	regulatory bodies Customer	Deliver the required /correct products	Company needs to pay the delivery charges instead of client Contract cancellation Client satisfaction Cancellation of certificate	15	5	5	Improved the quality control system Identification system between normal and fire rated products hiring of qualified personnel for Quality Control
Expo 2020	E	Increase of sales Gain and attract new clients	Clients Regulatory bodies Supplier employee	Availability of products Good relation to customers Compliance to legal requirement like registration for Expo 2020		5	5	25	Hire experienced sales & marketing staff Develop new catalogues, brochures and websites Assurance of quality of products and services Improvement on new products
No inventory system	I	No records for stored items Purchase high price of raw	Customer/ client Supplier	Good system Proper communication	Delayed on the delivery of the customer due to unavailability of raw	5	5	25	Established and implement inventory system



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		material from local market			materials Purchase high price of raw material from local market Refusal of orders Loss of customers Penalties from delayed deliveries				
Unavailability of resources (manual process of the transactions)		Production will get affected due to wrong information	Customer/client/supplier	Proper system and availability of resources	Mistake on the process Miscommunication Loss time Loss of documentation	5	5	25	Purchase the facilities and the program needed Provide training on how to use the system Established computerize system Implement and monitor



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Severity Score		
1	Negligible	No risk to the company. No impact on services.
2	Minor	Minor risk to company. Minor impact on services.
3	Moderate	Some impact to company. Some service disruption.
4	Major	Significant impact to company. With major cost implication.
5	Catastrophic	Stops / delays operation

Probability Score		
1	Rare	This will probably never happen or recur
2	Unlikely	Do not expect it to happen or recur but it is possible it may do so
3	Possible	Might happen or recur occasionally
4	Likely	Will probably happen or recur, but it is not a persisting issue / circumstance
5	Almost Certain	Will undoubtedly happen or recur, possibly frequently.

SEVERITY	PROBABILITY				
	Rare (1)	Unlikely (2)	Possible (3)	Likely (4)	Almost certain (5)
Catastrophic (5)	5	10	15	20	25
Major (4)	4	8	12	16	20
Moderate (3)	3	6	9	12	15
Minor (2)	2	4	6	8	10
Negligible (1)	1	2	3	4	5

Risk Rating	Risk	Description
1	Very Low risk	Managed by routine procedures
2	Low risk	Needs timely action but not immediate
3	Moderate risk	Immediate Top Management attention needed
4	High risk	Detailed research and management planning required