

SFw HR: Manage Human Resources Risks Effectively

Participants will be awarded the *Statement of Attainment for HRS-BIN-4099-1.1 Risk Management* upon successful completion of the course.

Course Objective

This unit addresses the skills and knowledge required to develop a range of Key Risk Indicators (KRIs) to be monitored regularly by senior team members in relation to their roles in operational risk governance structure. It also encompasses areas on implementing operational risk assessment initiatives within HR department when investigating operational risks, and developing communication plan to ensure all operational risks regulatory requirements are understood and adhered to.

Course Outline

- **Identify key risk indicators for the human resource department**
 - Governance operating model
 - Key Risk Indicators (KRIs) and risk categories
 - Methods of developing KRIs
- **Conduct operational risks assessment**
 - Implementing operational risk assessment initiatives
 - Likelihood and impact
 - Techniques to investigate operational risks
 - Prioritisation of risks
 - Developing risk treatment plan
- **Monitor KRIs and communication with stakeholders**
 - Compliance with HR governance processes and proper controls of HR processes
 - Relevant operational risks regulatory requirements and impact on risk management
 - Developing a communication plan to communicate operational regulatory risk requirements

Methodology

It is a competency-based learning with assessment. Case studies, experiential learning, discussions and presentations.

Duration : 2 days, 9am to 6pm (16 hours)
Course Venue : SNEF Corporate Learning Centre @ Tanglin

Register online at SNEF website www.snef.org.sg
Click on 'Training' and Course Category '**Human Resource / Industrial Relation**'

- ❖ **50% Course Fee Subsidy, capped at \$15/hr**
- ❖ **90% Course Fee Subsidy, capped at \$50/hr for SMEs / Singapore citizens aged ≥ 40 yrs**
- ❖ **95% WTS Course Fee Subsidy, capped at \$53/hr**
- * **Absentee payroll is applicable**

SME	NON-SME	SELF-SPONSORED	Full Course Fee	Training Grant	Amount Payable
- All SC & SPR	- SC aged ≥ 40		\$481.50	-\$405.00	= \$76.50
	⊗ - SC aged ≤ 39		\$481.50	-\$225.00	= \$256.50
	- All SPR		\$481.50	-\$225.00	= \$256.50
	WTS: SC aged ≥ 35		\$481.50	-\$427.50	= \$54.00
	earning ≤ \$2000 per month				

SC : Singapore Citizen
SPR: Singapore Permanent Resident
⊗ : Not Applicable
All prices stated are inclusive of 7% GST.

Absentee Payroll:

80% of hourly basic salary, capped at \$4.50/hr

For SMEs, enhanced absentee payroll funding available at 80% of hourly basic salary, capped at \$7.50/hr

*SMEs are defined as companies with:
(i) at least 30% local shareholding; AND
(ii) Group annual sales turnover of not more than \$100 million OR Group employment size of not more than 200 employees.

Workfare Training Support (WTS) Scheme:

Singapore Citizens aged ≥ 35 years & earning ≤ \$2,000/ month are eligible for 95% course fee subsidy, capped at \$53/hr. Companies can also apply for absentee payroll at 95% of hourly basic salary.

Funding Eligibility

In order to enjoy the funding, participants need to fulfill the following requirements:

1. Singapore Citizens or Permanent Residents (PR) of Singapore
2. Attain at least 75% course attendance
3. Successfully complete assessment & certified as competent
4. Has not enjoyed funding for the same course before.
5. For company-sponsored participants, training is fully sponsored by companies, which are registered or incorporated in Singapore

Companies are to submit application via www.skillsconnect.gov.sg to enjoy the funding

Enquiries:

Karmila DID: 6827 6923 / Training hotline: 6827 6927

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