

## Notice of Meeting – Meeting No. 1

Invitees:

- IRM (UK) Members as per circulation list and
- Guests / interested parties working in the field of risk management in the UAE

Date: Thursday, 14<sup>th</sup> January 2010 from 18:00 to 20:00

Venue: Dubai Customs, VIP Lounge, Dubai

### Agenda

1. Background:
  1. Discussions between IRM (UK) and IRM-M.E. Group to devolve duties to a separate UAE Group in order to expand regional presence.
  2. Road-map of possibilities from this change<sup>1</sup>.
2. Interim Chairman and Secretary Appointments and setting a date for nominations from / formal election of Chairman and Secretary for the IRM – UAE Group.
3. Establishing objectives for IRM-UAE Regional Group.
4. Setting timeframe for / 2010 Calendar of Meetings.
5. Conference (public and / or private sector) initiatives.
6. Other matters
7. Adjournment

You are kindly requested to confirm attendance by return e-mail to [portellijames@gmail.com](mailto:portellijames@gmail.com) by not later than Tuesday 12<sup>th</sup> January 2010. A reminder will be sent to respondents closer to the date of the meeting.

<sup>1</sup> Extract from E-mail to IRM dated 10<sup>th</sup> September 2009 appended

10<sup>th</sup> September 2009

Dear Carolyn / Rahat,

Good Afternoon.

I believe Mohammed and I had to revert with how we intend to approach your request for the establishment of a UAE Group.

Firstly, I am pleased to announce that we have had a very positive informal meeting with several ideas being shared. The following is a synthesis of what we would like to see and what we would like to help in achieving moving forward:

- a) *Group*: We recommend that instead of creating a completely independent entity, we approach it as follows:

IRM (Middle East )Network				
Chairman and Secretary of each Group would be a member of the 'Network' Board				
IRM (Qatar) Group	IRM (UAE) Group	IRM (KSA) Group	IRM (Kuwait) Group	IRM (Bahrain) Group
IRM (others ..)		IRM (Oman) Group	IRM (Egypt) Group	IRM (Jordan) Group

*Notes:*

- 1. Grey Boxes potential future groups that the M.E. Network can also help develop.*
- 2. Member of each group would be members of the M.E. Network.*
- 3. The 'Network' would be a virtual one supported, for example, through a 'linked-in' Group as well as the IRM Website.*
- 4. An Membership and Academic Development Director (ACD) is appointed at Network level. The ACD would also be responsible to ensure there is quantity and quality of information, articles, discussions, meeting notices' etc.. generated / refreshed on the Linked-in and IRM sites. The ACD would need to also be constantly in close liaison with the IRM.*

- b) *Name of Group*: We propose that the new group would not be a 'Dubai' Group but a 'UAE' Group. The country is UAE (and not Dubai) and this would maintain consistency with Qatar and future groups we endeavour to develop in the region.
- c) *Interim Leadership of UAE Group*: Mohammed and I are of the opinion that Mohammed should assume interim Chairmanship since he was actively involved (as secretary) in the previous Middle East Group. This would provide more continuity. We also feel that – being an Arab country / region, we do not wish to project an image of an 'expatriate' club. An Arab Chairman (with his contacts / network) would undoubtedly be a great asset to develop membership / interest in Risk Management. It is important that we create a greater sense of 'regional ownership'. I will, for the time being act as interim secretary. If we reach agreement with IRM on the recommended structure in (a) I will offer also offer my services as ACD at Network level. When the group is formally constituted and meetings underway we would then recommend elections for the post of Chairman and Secretary after agreeing on a suitably long interim period that would enable us to get everything on track. Needless to say all positions (Chairmen, Secretaries, ACD) are voluntary.

- d) *Objectives:* Subject to your approval, we recommend focus on the following areas:
- a. Contact with regional 'gate-openers' (i.e. government agencies and/or authorities that can help Risk Management gain central importance and hopefully translate into some 'quick wins' in terms of training, sponsorship/patronage and/or membership development;
  - b. Group / Network Building: We want to create 2 families for each member in the region. Members can opt to belong to a national (physical) group and/or the virtual regional network.
  - c. A source of M.E.-centric risk management news, articles, information etc.. with a view to also building intellectual capital in Arabic language in the future.
  - d. Promote standard IRM training / qualifications and develop region-specific risk management training in consultation with IRM and in partnership with regional institutes. Maintain constant contact with/ presence in regional media under the banner of the IRM (Middle East) Network.
  - e. Ultimately all of the above will heighten the profile of IRM and Risk Management in the Middle East Region.

You will agree that the above is no mean feat and requires some careful planning to lay out the necessary foundations. But, before taking this forward Mohammed and I request your observations and approval so that we put a more specific plan of action and time-frame for roll-out.

Thanking you for your attention, I trust the above will be favourably received and await your reply.

Sincerely

James