

Institute of Risk Management Middle East Regional Group (IRM-ME)

Notes of committee meeting, Doha.

3rd March 2009, Qatar Financial Centre Regulatory Authority (Doha)

1. Attendees

Scott Saunders	Qatar Foundation
Phil Wood	Marsh
Don Stickland	Kahramaa
Kiran Rahman	Qatar Petroleum
James Sutherland	Qatar Financial Centre
Vanessa Wood	Qatar Financial Centre Regulatory Authority
Ian McInerney	Qatar Financial Centre Regulatory Authority
Rahat Latif	Qatargas

2. Key Notes

Since its inception in 2007 this committee had some worthy achievements under its belt. It had arranged a number of evening seminars in Doha and Dubai, and pulled off a very successful conference in November 2008 through sheer hard work of all the team. As a result, greater interest in its activities and greater awareness of IRM had been evident, which hopefully had translated into increased local membership. To move forward, to grow and to flourish the committee agreed that there were two areas which needed attention:

- Some formalisation of the committee and roles & responsibilities within it.
- How the committee operated within the Middle East, its effectiveness in 'servicing' all of the region and how this could be optimised.

a) IRM Committee structure

Constitution

Constitution, aims, objectives, of the group needed to be established. Rahat to obtain from IRM (action)

Roles and Responsibilities

The following roles were established within the committee:

- Chairman - Rahat Latif to remain Chairman until end of two year term. Election in July 2009
- Sponsorship Coordinator - James Sutherland
- Evening Events Coordinator - Ian McInerney
- Annual Conference Coordinator - Vanessa Wood
- Communications Coordinator - Scott Saunders
- Education Coordinator - Donald Stickland

Comments / actions associated with the above roles were:

- The above roles did not imply that the named persons had the sole responsibility for their area. They were at liberty to elicit help from anyone else from the whole committee. Equally, anyone could volunteer to be part of a particular role. Team work was essential.
- **Action:** everyone to consider which area they would like to particularly assist in and approach the role Coordinator or myself (including those who were not present at the meeting)

Evening events

- Philip Wood was going to look at 'evening networking' events and come up with a straw dog (**Action: Phil**)
- Possible joint event organisations to be approached were CCL, SPE (Society of Petroleum Engineers), IIA (Institute of Internal Auditors) (**Action: Ian**)
- We agreed that three evening committee meetings, as a minimum, would be appropriate for the rest of 2009. Dates to be advised (**Action: Ian to propose**)

Annual Conference

- Vanessa would be looking at building on the conference held in November 2008. Aspects to be looked at included: draft programme, speakers, time of conference, venue, sponsorship, marketing, competition, project schedule, i.e timeline for reaching major milestones - when to have the draft programme ready by, when/who to approach speakers, when/who to do marketing etc (**Action: Vanessa**)

Communications

- Issues to be looked at here included our profile on the web, contact databases, web forums etc. (**Action: Scott**)
- Rahat to brief Scott on the dialogue he has had IRM(UK) on these issues, plus relevant information (**Action: Rahat**)

Education

- Don suggested that it may be helpful for those people living in this area who were taking IRM exams to have a forum to discuss & share ideas on their exam topics. Don to look at how this may work and propose (**Action: Don**)

Sponsorship

- All activities needed sponsorship - from major conference, evening events to venues for committee meetings. Potential opportunities needed to be explored e.g co-sponsors. This required liaison with all the other roles above (**Action: James**)
- Committee members are encouraged to approach their respective organisations to see what level of sponsorship they may like to provide e.g evening lecture venue, conference/evening speaker, funding for evening/day event etc. (**Action: everyone**)

b) IRM in the Middle East

There was general consensus in the committee that the name 'IRM Middle East Regional Group' was helpful in generating awareness about IRM in this part of the world, when the group was first formed. However experience had shown that it was not practical to represent and service the whole of the Middle East from our base in Qatar. It was also felt that there was potentially enough critical mass in places like the UAE and Bahrain for those areas to start their own regional groups. This would provide better focus for each area, and a greater level of activity throughout the Middle East Region. Hence there was unanimous support for the following proposals:

- (i) The regional group in Qatar now call themselves IRM Qatar (**Action: IRM HQ to confirm**)
- (ii) IRM(HQ) should approach active members in other areas, particularly UAE and Bahrain to form their own regional groups (**Action: IRM HQ, Rahat to advise on potential candidates in other regions**)

3. Date of Next Meeting

14th April 2009.

Kindly note in your diaries (**Action: all**)

Rahat Latif

Chairman

IRM Middle East Regional Group (pending new designation confirmation by IRM HQ)

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