

# **NSW - CENTRAL WEST MUSLIMS NSWCWMA INCORPORATED**

## **Strategic Business and Risk Management Policy**

This document outlines the strategic business and risk management policy for NSW - Central West Muslims NSWCWMA Incorporated (NSWCWMA). The policy is designed to ensure that it operates efficiently, effectively, and in compliance with all relevant laws and regulations. It also aims to identify and mitigate risks that could potentially impact its operations or reputation.

### **Mission and Objectives:**

#### **Mission:**

NSW - Central West Muslims NSWCWMA Incorporated aims to provide a welcoming and inclusive space for worship, education, and community engagement, in accordance with Islamic principles and values.

#### **Objectives:**

- To provide religious services, including daily prayers, Friday sermons, and Islamic education.
- To promote community cohesion and social harmony through outreach programs and interfaith dialogue.
- To maintain the NSWCWMA's facilities and infrastructure to a high standard.
- To ensure financial sustainability through responsible management of resources.

### **Governance and Management:**

The NSWCWMA is governed by The President, elected by the members of the NSWCWMA. The President is responsible for setting the strategic direction of NSWCWMA and overseeing its operations. The management team, led by the NSWCWMA's imam, is responsible for day-to-day operations and implementing The President's decisions.

**Financial Management:**

The organization's finances are managed transparently and in accordance with best practices. An annual budget is prepared and approved by The President, and financial statements are regularly reviewed. Financial controls are in place to prevent fraud and misuse of funds.

**Human Resources:**

The NSWCWMA values its employees and volunteers and seeks to create a positive and inclusive work environment. Recruitment, training, and performance management processes are in place to ensure that staff and volunteers are qualified and competent.

**Risk Management:**

A risk management framework is in place to identify, assess, and mitigate risks to the NSWCWMA's operations. Regular risk assessments are conducted, and risk management policies and procedures are reviewed and updated as necessary.

**Compliance with Laws:****Compliance with Laws and Regulations:**

NSWCWMA is committed to adhering to all relevant laws and regulations applicable to its operations as a religious non-profit organization. This includes but is not limited to:

- Charities and Not-for-profits Commission (ACNC) regulations.
- Australian Taxation Office (ATO) requirements for non-profit organizations.
- Workplace health and safety regulations.
- Privacy laws, including the Australian Privacy Principles (APPs) under the Privacy Act 1988.
- Any other legal requirements that may apply to the NSWCWMA's specific activities.

### **Compliance Policies and Procedures:**

The NSWCWMA has established and maintains comprehensive policies and procedures to ensure compliance with relevant laws and regulations. These policies and procedures cover various aspects of the NSWCWMA's operations, including but not limited to:

- Governance and management.
- Financial management and reporting.
- Human resources and employment practices.
- Health and safety.
- Privacy and data protection.
- Risk management.
- Conflict of interest.

### **Reporting and Whistleblower Protection:**

- Whistleblowing procedures are in place for reporting misconduct.

### **Communication and Stakeholder Engagement:**

The NSWCWMA communicates openly and transparently with its members, donors, and the wider community. Regular updates are provided through newsletters, social media, and the NSWCWMA's website. Feedback from stakeholders is actively sought and considered in decision-making processes.

### **Monitoring and Evaluation:**

The NSWCWMA regularly monitors its performance against its objectives and targets. Key performance indicators (KPIs) are used to measure progress, and corrective actions are taken as needed. An annual review is conducted to evaluate the effectiveness of the NSWCWMA's policies and procedures and identify areas for improvement.

NSW - Central West Muslims NSWCWMA Incorporated is committed to operating in a responsible and sustainable manner, in line with Islamic principles and values. The NSWCWMA's strategic business and risk management policy is designed to ensure that it can fulfill its mission and objectives while minimizing risks and maximizing opportunities. This policy will be reviewed and updated as necessary to reflect changes in the NSWCWMA's operations, external environment, and best practices in governance and risk management.