



**SUPPLY CHAIN MANAGEMENT DIVISION
RISK REGISTER**

Process	Objective	Risk	Likelihood	Impact	Risk rating	Risk category	Control	Responsibility
Procurement of goods and services	To ensure procurement and supply of goods and services.	Substandard goods and services	2	2	4	Medium	<ul style="list-style-type: none"> • Clear specifications/TORs. • Inspection and Acceptance Committee • Due diligence. • Supplier evaluation/appraisal 	DDSCM
		Delay in procurement of goods and services	3	2	6	High	<ul style="list-style-type: none"> • Strict adherence to procedures timelines 	
		Failure to comply with the procurement plan	2	2	4	Medium	Oversight and monitoring implementation of the procurement plan	DDSCM HOD/RDs/OICs
		Inability to supply goods and services	2	3	6	High	<ul style="list-style-type: none"> • Due diligence. • Supplier evaluation/appraisal • Effective contract management 	DDSCM HOD/RDs/OICs
		Collusion with suppliers	2	3	6	High	<ul style="list-style-type: none"> • Vetting of officers • Supplier evaluation/appraisal • Refer to PPRA for debarment • Staff rotation • Appropriate disciplinary action 	DDSCM/DDHR HOD/RDs/OICs

Process	Objective	Risk	Likelihood	Impact	Risk rating	Risk category	Control	Responsibility
	To ensure compliance with the relevant statutory and legal requirements	Penalties due to noncompliance	1	3	3	Low	<ul style="list-style-type: none"> • Sensitization and awareness • Sanctions • Compliance audits 	DDSCM
Warehousing and disposal	To ensure disposal of idle, obsolete stores and assets	Undervaluation of stores	2	2	4	Medium	<ul style="list-style-type: none"> • Independent valuer to set reserve prices • Appointment of disposal committee on a rotational basis 	DDSCM /RDs/OICs
	To ensure maintenance and updating of inventory of assets and stores.	Loss of assets	3	2	6	High	<ul style="list-style-type: none"> • Oversight and monitoring of the inventory. • Asset tagging and tracking • Insuring all assets 	DDSCM HOD/RDs/OICs



SUPPLY CHAIN MANAGEMENT

OPPORTUNITY REGISTER

Risk	Opportunity	Action	Responsibility
Delay in procurement of goods and services	Automation of procurement services	<ul style="list-style-type: none"> • Rollout computerization of procurement system in all regional centres • Full automation • Training 	DDSCM/RDs/OICs/HICT