



Project Risk Management Specific Interest Group

Calling Notice

Launch of the second edition of the 'PRAM' guide

14th October 2004

*at 2nd Floor, 40 Melton Street, Euston, London, NW1 2EE
Venue sponsored by Network Rail*

The next meeting of the **APM Risk SIG** will be held in London on **Thursday 14th October 2004, starting at 1400**. A key aim of this meeting is to launch the second edition of the SIG's practice guide – “**Project Risk Analysis & Management**” (the ‘PRAM’ guide).

As you may see from the programme overleaf, it's a half-day event, finishing with the Risk SIG's **2nd Annual General Meeting (AGM)**. The presentations consist of talks on each of the themes of the update by PRAM authors. There will also be opportunity at the end for questions and discussion.

There is **no charge** to attend this meeting, and **attendees will receive a free complementary copy of the new PRAM guide** (worth £25). Due to the anticipated high demand for this launch event, places will only be given to those individuals whose name is presently listed on the Risk SIG's mailing list. Venue capacity is limited to 80 – bookings are therefore on a first-come-first-served basis.

How to reserve your place

If you'd like to attend this meeting, then please e-mail the Risk SIG Secretary at apmrisksig@simonjackson.org - **no later than Thursday 7th October**, with the following information:

- Full name
- Company name and address
- Telephone number
- Any special requirements

Please note that only those who attend on the day will receive a free guide. Complementary books cannot be claimed or posted-on for those who reserve a place and do not attend the meeting. Therefore, please don't register unless you are sure that you can attend

Location and directions

The venue is located at Network Rail's Euston office at **40 Melton Street, London, NW1 2EE** - please use the entrance facing Euston Road. The venue is adjacent to Euston mainline railway station, which is on the Victoria line and the Northern line. Also nearby is Euston Square, on the Bakerloo, Circle and Hammersmith & City line.

For a map see the Multimap website: www.multimap.com

PROGRAMME

Registration from 1330

1400 **Welcome** – *Jeremy Harrison*

1405 **Introduction** – *Paul Close*

1415 **Both sides of the coin: threat and opportunity** – *Emma Major*

1430 **Manage the risks, manage the process** – *Steve Simister*

1445 **Project environment, interfaces and roles** – *John Bartlett*

1500 **The risk toolkit: the right technique at the right time** – *Martin Hopkinson*

1515 Break for tea and coffee

1545 **Behaviour and benefits** – *Heather Groom*

1600 **Introducing risk management in a project** – *Ken Newland*

1615 **Conclusion, questions and discussion** – *Guy Hindley*

1645 **Risk SIG's 2nd AGM**

1. Introduction
2. Techniques and tools
3. Training and seminars
4. Certificate
5. Any other business
6. Committee for 2004/5
7. Hand-over of the Chair
8. Date of next meeting

1715 **CLOSE**