

Project title:		Date prepared :
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1.- Strategy.

2.- Methodology.

- Describe the methodology or approach to risk management .
- Provide information on how each of the risk management processes will be carried out, including whether quantitative risk analysis will be performed and under what circumstances.

3.- Roles and Responsibilities.

Role.	Responsibility.

4.- Risk categories.

- Identify categorization groups used to sort and organize risks .
- These can be used to sort risks on the Risk Register, or for a Risk Breakdown Structure, if one is issued.

5.- Risk Management funding.

- Document the funding needed to perform the various risk management activities, such as utilizing expert advice or transferring risks to a third party.

6.- Contingency protocols.

- Describe the guidelines for establishing, measuring, and allocating both budget contingency and schedule contingency.

7.- Frequency and Timing.

- Determine the frequency of conducting formal risk management activities and the timing of any specific activities.

8.- Stakeholder Risk Tolerances.

- Identify the risk tolerance levels of the organization(s) and key stakeholders on the project with regard to each objective.
- Cover at least, scope, quality, schedule, and cost objectives.

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9.- Risk Tracking and Audit.

- Determine how risk management activities such as quantitative risk analysis and contingency management will be documented and tracked. Describe how often the risk management process will be audited, which aspects will be audited.

10.- Definitions of Probability.

- Document how probability will be measured and defined.
- Include the scale used and the definition for each level in the probability scale.

Very high.	<ul style="list-style-type: none">• There is an 80 % probability or higher that the event will occur.
High.	<ul style="list-style-type: none">• There is between 60% and 80 % probability that the event will occur.
Medium.	<ul style="list-style-type: none">• There is between 40% and 60 % probability that the event will occur.
Low.	<ul style="list-style-type: none">• There is between 20% and 40 % probability that the event will occur.
Very low.	<ul style="list-style-type: none">• There is an 20 % probability or lower that the event will occur.

11.- Probability and Impact matrix.

- Describe the combination of probability and impact that indicates a high risk, a medium risk, and a low risk.

12.- Definitions of Impact by Objective.

- Document how impact will be measured and defined for either the project as a whole or for each objective. Include the scale used and the definition for each level in the impact scale.

Risk Management Plan.

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Risk 1.	Scope.	Quality.	Schedule.	Cost.	
Very high.					
High.					
Medium.					
Low.					
Very Low.					
Risk 2.	Scope.	Quality.	Schedule.	Cost.	
Very high.					
High.					
Medium.					
Low.					
Very Low.					
Risk 3.	Scope.	Quality.	Schedule.	Cost.	
Very high.					
High.					
Medium.					
Low.					
Very Low.					

13.- Probability and Impact matrix.

Very high.					
High.					
Medium.					
Low.					
Very Low.					
	Very Low.	Low.	Medium.	High.	Very high.