**RISK DATA SHEET**

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| **Project Title:** |  | **Date Prepared:** |  |

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| --- | --- |
| **[Risk ID](#Risk_ID" \o "Enter a unique risk identifier.)** | **[Risk Description](file:///C%3A%5C%5CUsers%5C%5Camshettlet%5C%5CAppData%5C%5CLocal%5C%5CTemp%5C%5Cwzfe49%5C%5CChapter%202%5C%5CEVENT%22%20%5Cl%20%22Risk_Description%22%20%5Co%20%22Describe%20the%20risk%20event%20or%20condition.%20A%20risk%20statement%20is%20usually%20phrased%20as%20)** |
| **[Status](#Status" \o "Enter the status as open or closed.)** | **Risk Cause** |
| **[Probability](#Probability" \o "Determine the likelihood of the event or condition occurring.)** | **[Impact](#Impact" \o "Describe the impact on one or more of the project objectives.)** | **[Score](#Score" \o "If you are using numeric scoring, multiply the probability times the impact to determine the risk score. If you are using relative scoring then combine the two scores (such as high-low or medium-high).)** | **[Responses](#Responses" \o "Describe the planned response strategy to the risk or condition.)** |
|  | **Scope** | **Quality** | **Schedule** | **Cost** |  |  |
|  |  |  |  |  |  |  |
| **[Revised](#Revised_Probability" \o "Determine the likelihood of the event or condition occurring after the response has been implemented.)** **[Probability](#Revised_Probability" \o "Determine the likelihood of the event or condition occurring after the response has been implemented.)** | **[Revised Impact](#Revised_Impact" \o "Describe the impact once the response has been implemented.)** | **[Revised Score](#Revised_Score" \o "Enter the revised risk score once the response has been implemented.)** | **[Responsible Party](#Responsible_Party" \o "Identify the person responsible for managing the risk.)** | **[Actions](#Actions" \o "Describe any actions that need to be taken to respond to the risk.)** |
|  | **Scope** | **Quality** | **Schedule** | **Cost** |  |  |  |
|  |  |  |  |  |  |  |  |
| **[Secondary Risks](#Secondary_Risks" \o "Describe new risks that arise out of the response strategies taken to address the risk.)** |
| **[Residual Risk](#Residual_Risk" \o "Describe the remaining risk after response strategies.)** |
| **[Contingency Plan](#Contingency_Plan" \o "Develop a plan that will be initiated if specific events occur, such as missing an intermediate milestone. Contingency plans are used when the risk or residual risk is accepted.)** | **[Contingency Funds](#Contingency_Funds" \o "Determine the funds needed to protect the budget from overrun.)** |
|  | **[Contingency Time](#Contingency_Time" \o "Determine the time needed to protect the schedule from overrun.)** |
| **[Fallback Plans](#Fallback_Plans" \o "Devise a plan to use if other response strategies fail.)** |
| **[Comments](#Comments" \o "Provide any comments or additional helpful information about the risk event or condition.)** |