|  |  |  |  |
| --- | --- | --- | --- |
| **1. Project Name: [INSERT NAME]** | | | |
| **Project Location(s):** |  | **Date:** |  |
| **Title of Assessment:** | Project risk assessment | **Name of person responsible for the assessment:** |  |

Risk Management Plan Template

| **2. Risk Assessment** | | | |
| --- | --- | --- | --- |
| **Risk** | | **Risk Rating** | **Risk Controls/Treatments** |
| **Objective** | | | |
| **1** |  |  |  |
| **2** |  |  |  |
| **3** |  |  |  |
| **Implementation** | | | |
| **4** |  |  |  |
| **5** |  |  |  |
| **6** |  |  |  |
| **Delivery** | | | |
| **7** |  |  |  |
| **8** |  |  |  |
| **9** |  |  |  |
| **Reputation** | | | |
| **10** |  |  |  |
| **11** |  |  |  |
| **Financial** | | | |
| **12** |  |  |  |
| **13** |  |  |  |
| **Participant Health and Safety** | | | |
| **14** |  |  |  |
| **15** |  |  |  |

|  |
| --- |
| **To complete the plan:**   1. In the ‘Risk” column, identify the key risks to the project. 2. Identify what the ‘Risk rating; would be for each key risk. To determine this risk rating, applicants should assess the consequence and the likelihood of the risks identified, in light of the scale and sensitivity of the proposed project. Guidance on how to rate various project consequences and risks is provided below. 3. In the ‘Risk Control/Treatment’ column, detail the actions you will undertake to manage and reduce these risks including who will be responsible within the consortium for the management of the relevant risk and timeframe. |

**To complete the Plan:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Likelihood - Applicants should consider the likelihood of a risk arising  |  |  |  | | --- | --- | --- | | **Descriptor** | **Level** | **Definition** | | **Rare** | **1** | The event will only occur in exceptional circumstances | | **Unlikely** | **2** | The event is not expected to occur in most circumstances | | **Possible** | **3** | The event might occur at some time | | **Likely** | **4** | The event will probably occur in most circumstances | | **Almost Certain** | **5** | The event is expected to occur in most circumstances | | Risk Matrix –The risk rating can be found by assessing the consequence and likelihood using the table below. This table can be used to determine a risk rating for each of the risks listed, for both before and after the proposed risk treatment strategies are applied. |