

Risk Management Plan

Project Name:

Prepared by:

Date:

(MM/DD/YYYY)

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1. Purpose of Document

2. Definition of Risk Management

3. Objectives of Risk Management

4. Terms, Acronyms and Abbreviations

5. Risk Management Methods

5.1 Risk Identification

5.2 Risk Analysis

5.2.1 Risk Assessment

5.2.1 Risk Prioritisation

5.2.2 Risk Definitions

5.2.2.1 Probability Definitions

Use the table below to provide definitions for high, medium, and low probability.

Category	Definition
High	
Medium	
Low	

5.2.2.2 Impact Definitions

Use the table below to provide definitions for high, medium, and low impact.

Impact Type	High Impact	Medium Impact	Low Impact
Budget			
Schedule			

5.2.2.3 Timeline Definitions

Use the table below to provide definitions for near term, medium term, and far term.

Category	Definition
Near Term	
Medium Term	
Far Term	

5.2.2.4 Status of Response Definitions

Use the table below to provide definition for the status of response activities.

Category	Definition

5.3 Risk Response

5.3.1 Risk Response Planning

5.3.2 Risk Response

5.4 Risk Tracking and Reporting

6. Risk Management Process

6.1 Risk Management Process Map

6.2 Risk Management Process Narrative

7. Roles and Responsibilities

Roles	Responsibilities

APPENDIX A: RISK IDENTIFICATION FORM

APPENDIX B: RISK ANALYSIS FORM

APPENDIX C: RISK STATUS REPORT

APPENDIX D: RISK LOG