Risk	Risk is understood as a situation that can have an adverse effect on Programme/ Project results. Risk refers to the combined likelihood the event will occur and the impact on Programme/ Project if it does occur. The register includes descriptions of each risk, full analysis and a plan to manage them.
Assumption	Any factors that you are assuming to be in place that will contribute to the successful result of Programme/ Project. The register includes details of the assumption, the reason it is assumed, and the action needed to confirm whether the assumption is valid.
Issue	Something that is going wrong in the Programme and needs managing. Failure to manage issues may result in poor delivery or even failure. The register includes descriptions of each issue, its impact, its seriousness and actions needed to contain and remove it.
Dependency	Any event or work that are either dependent on the result of Programme, or Programme will depend on that event or work.
Probability	Measure of the likelihood that a certain risk will occur and negatively affect the project.
Impact	Measure of the anticipated degree of impact that the risk, if it occurs, will have on the Programme/Project (schedule, cost and scope).

Instructions

1. Report should be prepared by every Friday and uploaded to DocMan.
2. The link to the report kept on DocMan should be included in the email and sent to Bank.
3. RAID. Newly identified risks, assumptions, issues, and dependencies that are related to particular work stream or whole Programme have to be reported every week in status report. Only risks and issues that status is OPEN have to be listed in table Existing risks and issues.
4. Below the explanations of RAID probability ratings are provided:

Probability	Rating
Occurrence probability is very high or high	3 (High)
Occurrence is probable	2 (Medium)
Occurrence is of low probability	1 (Low)

5. Below the explanations of RAID impact ratings are provided:

Impact	Rating
Programme level: • Major changes in the scope of the Programme. • Failure to achieve Programme goals. • Failure to meet critical deadlines, budget, scope of resources. **Project level:** • Critical change in the scope of Project work within the Programme. • Failure to achieve the goals set for a work stream. • Failure to meet critical deadlines, budget, scope of resources. **Weekly work level:** • Critical negative impact on work progress that leads to inability to continue these works.	3 (High)
Programme level: • Change in the scope of the Programme. • Failure to reach a milestone on time. **Project level:** • Major change in the scope. • Failure to reach a milestone on time. **Progress level:** • Negative impact on work progress, which leads to a major deviation in quality, deadlines or cost.	2 (Medium)
Negligible minor impact.	1 (Low)

6. Percentages in Accomplishments & Goals part:
  0 % - Work Order is not signed or activities not started
 30 % - sign-off Business Analysis Phase
 60 % - sign-off Build / Development Phase
 90 % - sign-off Testing (UAT) Phase
 100 % - sign-off the Work Order

7. Percentage in Milestones part should be linked with below provided explanations:
 0% - activity is not started
 1% - activity is started
 30% - one-third of the deliverable / activity is done
 60% - two-thirds of the deliverable / activity is done
 90% - whole deliverable / activity is done
 100% - deliverable / activity is once and for all aligned with the Bank and no changes are needed

8. Below the explanations of overall status are provided:

	G	Y	R
Overall Status:	On track according to the plan and no major road blocks identified	Up to 10 % deviation from the plan, but mitigated actions activated, and its expected to get the deliverables back on track according to the plan	Deviation from the plan is greater then 10% or it is known that Project will not be delivered according to the plan unless significant changes are made

Forbis Status Report

Date of status report:	2022-XX-XX
Reporting period:	WXX
General status	G

General comment on status

Programme status: <…>

Accomplishments & Goals			

Major Accomplishments for this Reporting Period	**Project**	**Planned Accomplishments for Next Reporting Period**	**Project**
1 <…>	<…>	1 <…>	<…>
2		2	
3		3	
4		4	
5		5	
6		6	
7		7	
8		8	
9		9	
10		10	
11		11	
12		12	
13		13	
14		14	
15		15	
16		16	
17		17	
18		18	
19		19	
20		20	

Activities according to RACI

Work Stream	Project	Status	Overall status	Comment on status	Progress
Work Orders Status					
Activities covering Work Order (Activities and its related deliverables, which are to be provided once (e.g. Software Requirements Specification delivery, Software Deliverable Transfer, Patch) but are related to all GAPs to be closed activities					
1. Stream: IPS core	1. <…>	Signed and started	G	<..>	15%
2. Stream: CAS	2. <…>	Not signed	G	<..>	0%
	3. <…>	Not signed	G	<..>	0%
3. Stream: Dispute Management	4. <…>	Not signed	G	<..>	0%
	5. <…>	Not signed	G	<..>	0%
	6. <…>	Not signed	G	<..>	0%
4. Stream: Monitoring, unavailability management and pre-authorization	7. <…>	Not signed	G	<..>	0%
5. Stream: RTP	8. <…>	Not signed	G	<..>	0%
6. Stream: Billing	10. <…>	Not signed	G	<..>	0%
	11. <…>	Not signed	G	<..>	0%
	12. <…>	Not signed	G	<..>	0%
	13. <…>	Not signed	G	<..>	0%
7. Stream: Non-functional	14. <…>	Not signed	G	<..>	0%
	15. <…>	Not signed	G	<..>	0%
	16. <…>	Not signed	G	<..>	0%

Deliverables according Work Orders

		17. <...>					
			Not signed	G	<..>		0%
		18. <...>					
			Not signed	G	<..>		0%

Comment: Overall status is calculated automatically according to the status of all milestones in all countries

☐ Automatically filled cells

Work Stream	Project	Overall status	I - Business Analysis Phase - software specification			II - Design Phase - solution detailed design			III - Build Phase - solution development			IV - Testing Phase - UAT passed and signed-off			V - Training Phase			VI - GO-Live Phase - implementation to production			VII - Solution Documentation Phase			Final Sign-off / Work Orders Closure		
			Activities status	Comment on status	Plan due date	Activities status	Comment on status	Plan due date	Activities status	Comment on status	Plan due date	Activities status	Comment on status	Plan due date	Activities status	Comment on status	Plan due date	Activities status	Comment on status	Plan due date	Activities status	Comment on status	Plan due date	Activities status	Plan due date
1. Stream: IPS core	1. <...>	5%	5%	Preparation of Software requirements specification	2022-XX-XX	0%	<...>	2022-XX-XX	0%	<...>	2022-XX-XX	0%	<...>	2022-XX-XX	0%		2022-XX-XX	0%	<...>	2022-XX-XX	0%	<...>	2022-XX-XX	0%	<...>	2022-XX-XX
			0%	<...>	2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
			0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
2. Stream: CAS	2. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
			0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
	3. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
			0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
3. Stream: Dispute Management	4. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
	5. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
			0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
			0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
	6. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
4. Stream: Monitoring, unavailability management and pre-authorization	7. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
			0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
5. Stream: RTP	8. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
6. Stream: Billing	10. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
			0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
	11. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
	12. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
			0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
			0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
	13. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
7. Stream: Non-functional	14. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
	15. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
			0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
	16. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
	17. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
			0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
			0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX
	18. <...>	0%	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%		2022-XX-XX	0%	2022-XX-XX

Deliverables according to Work Orders

	Risks, Assumptions, Issues, Dependencies (RAID)									

					Key Risks					
No.	Description	Select RAID	Related Work Stream	Related Project	Probability, %	Impact	Proposed Resolution	Due Date	Status	New / old
1	<…>	Risk	<…>	<…>	60%	2 (medium)	To agree <…>	2021-XX-XX	Open	Old
2		Issue			<…>	1 (Low)			Open	Old
3		Assumption			<…>	3 (High)			Closed	Old
4		Dependency			<…>	2 (Medium)			Closed	New
5		Risk			<…>	1 (Low)			Open	New
6		Risk			<…>	2 (Medium)			Open	New
7		Risk			<…>	1 (Low)			Open	New

Programme Related Projects

Programme Related Projects - projects or/and change requests which are with differences of functionalities and non-functional requirements between the current and target banking solutions (GAPs) that were identified during the Programme and are agreed to develop by Supplier additionally. Related Projects are influencing Solution Implementation Programme. Therefore, in this weekly report mutually agreed by both Parties implementation status of each Related Project.

Programme related projects	Overall Status	Overall overview / comment (related risks, assumptions, issues, dependencies)
1. <...>	G	<...>
	Y	
	G	
	G	
	G	

Acceptance Management

No	Final Deliverable	Related Project/ Work order	Bank Work Stream Lead Approval	OSC status	Date
1	Business Analysis Phase	No. <…>	Yes	Signed-off by OSC	2022-XX-XX
2	<…>	No. <…>	No	Waiting OSC sign-off	
3			No	Waiting OSC sign-off	
4			No	Waiting OSC sign-off	
5			No	Waiting OSC sign-off	
6			No	Waiting OSC sign-off	
7			No	Waiting OSC sign-off	
8			No	Waiting OSC sign-off	
9			No	Waiting OSC sign-off	
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123			No	Waiting OSC sign-off	
124			No	Waiting OSC sign-off	
125			No	Waiting OSC sign-off	
126			No	Waiting OSC sign-off	
127			No	Waiting OSC sign-off	

Upcoming Deliverables

Short list with information on upcoming deliverables deliveries to Bank. This applies for:
- Deliverables according Work Order agreed conditions;
- Deliverables that were not included in the Work Order (e.g. alignment of the templates, etc.).

No	Upcoming deliverable to Bank	Expected provision date
1		yyyy-mm-dd
2		yyyy-mm-dd
3		yyyy-mm-dd
4		yyyy-mm-dd
5		yyyy-mm-dd
6		yyyy-mm-dd
7		yyyy-mm-dd
8		yyyy-mm-dd
9		yyyy-mm-dd
10		yyyy-mm-dd
11		yyyy-mm-dd
12		yyyy-mm-dd
13		yyyy-mm-dd
14		yyyy-mm-dd
15		yyyy-mm-dd
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29		yyyy-mm-dd
30		yyyy-mm-dd