Risk Register

				Key Risks						
Risk ID	Project Phase	Identification date	Date of last revision	Description	Risk responsible	Severity	Probability	Impact	Proposed Resolution	Status
1	Testing	N/A	N/A	Resource (e.g. Analyst), dedicated to the particular task, which has direct influence on the project timely delivery, took an unexpected absence leave -> project is in a high risk of delay.	Forbis	High	Medium	High	PM to create substitution plan for each resource involved in a project. Also, admin/user guides/manuals to be prepared where possible for a smooth transition of resources.	Open
2	Design	N/A	N/A	Only one Employee in the company has required skills to deliver on a project task (e.g. design).	Forbis	High	Medium	High	Start knowledge transfer ASAP; ask HR department to open a new vacancy.	Open
3	Applicable to all phases	N/A	N/A	Risk of new legislation that can constraint the scope or delivery of the project.	NBM	High	Low	Medium	NBM to keep track of any upcoming legislation in the country to take into effect and inform Forbis ASAP.	Open
4	Analysis	N/A	N/A	The current project schedule baseline is aggressive and considered high risk for completing project work on time.	Forbis	High	Low	High	Carefully monitor work performance and search for opportunities to reduce risk. Worst case scenario - re-work and re-baseline the schedule to be less aggressive.	Open
5	Design	N/A	N/A	System integration is more complex than estimated.	Forbis	Medium	Medium	High	Early development of integration plan with formal entry requirements for components entering integration.	Open
6	Applicable to all phases	N/A	N/A	Third party-related risks (e.g. regulatory, compliance).	NBM	High	Low	High	Careful assessment of contractual obligations with the third party in earliest project phases, monitoring of expected deliverables and other risk factors.	Open
7	Analysis	N/A	N/A	Changes in the requirements that lead to the increase of the project scope.	Forbis/NBM	Medium	Medium	Medium	Drawing-up of a Change Request.	Open
8	Testing	N/A	N/A	Insufficient planned time for testing.	Forbis/NBM	Medium	Medium	Medium	It is necessary to plan enough time and resources for testing while on the stage of planning; to ensure additional reporting on the results of testing.	Open

N/A - not applicable at this moment, as this risk register lists only the potential future risks.

Project phases:	Impact:	Probability:	Severity:	Risk status:
Analysis	High	High	Critical	Open
Design	Medium	Medium	High	Closed
Build	Low	Low	Medium	
Testing			Low	
Training				
Go-live				
Documentation				
Applicable to all phases				