| **ID** | **Date raised** | **Risk description** | **Likelihood of the risk occurring** | **Impact if the risk occurs** | **Severity** *Rating based on impact & likelihood.* | **Owner** *Person who will manage the risk.* | **Mitigating action** *Actions to mitigate the risk e.g. reduce the likelihood.* | **Status** | **Useful resources** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | [5-05-2025] | Site performance below expectations | Medium | Medium | Medium | Developer | Add performance testing and stories to backlog. | Open | <https://developer.mozilla.org/en-US/docs/Learn_web_development/Extensions/Performance/What_is_web_performance> |
| 2 | [5-05-2025] | Poor communication between Stakeholders | Low | High | Medium | CEO | Ensure communication is maintained between Stakeholders with scheduled emails and meetings. | Open | <https://medium.com/@iamcesaraguirre/poor-communication-killed-this-software-project-three-postmortem-lessons-8252954fd5c7> |
| 3 | [5-05-2025] | Budget overrun due to scope changes. | High | High | High | Project Manager | Define scope clearly, review often | Open | <https://www.projectmanager.com/blog/5-ways-to-avoid-scope-creep> |
| 4 | [5-05-2025] | Key developer unavailable | Medium | High | High | Project Manager | Cross train team members, keep WIP low | Open | (For managing WIP): <https://www.pmi.org/disciplined-agile/da-value-stream-consultant-resources/manage-work-in-process-wip> |
| 5 | [5-05-2025 | Mobile responsiveness issues across devices | High | High | High | Developer | Test early with responsive frameworks, device testing schedule | Open | <https://www.browserstack.com/guide/responsive-web-design-challenges> |
| 6 | [6-05-2025] | Limited Prototyping | Low | High | Medium | Project Manager | Prototype frequently and ensure all changes have been recorded and are saved in the website. | Open | <https://pro-dev.co.nz/blog/importance-of-prototyping-in-design-process/> |
| 7 | [6-05-2025] | Lack of debugging | Medium | High | High | Developer | Constantly debug when possible. Record every bug, research it and resolve it. | Open | <https://dev.to/pratham_naik_project_manager/why-debugging-takes-so-long-how-to-speed-it-up-3cnn> |

**Note: please make sure you fill all information related to your project below and convert everything to Wiki page (GitHub)**

Table 1: Risk register Sample

Reference: Excelonist (n.d.) *PM template*. htttp://www.Excelonist.com.