**MoHRIS Project – Risk & Opportunity Register**

**Project Name: Mobile-Based Human Resource Information System (MoHRIS)**

**Version: 1.0**

**1. Risk Register**

| **ID** | **Risk Description** | **Likelihood** | **Impact** | **Risk Level** | **Response Strategy** | **Owner** | **Status** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| R1 | Unauthorized access or breach of employee biometric data | High | Very High | Critical | Implement AES-256 encryption, RBAC, and audit logs | ICT Security Lead | Open |
| R2 | Resistance to mobile app adoption by field employees | Medium | High | High | Conduct sensitization campaigns and pilot programs | HR Change Manager | Open |
| R3 | Delays in third-party vendor deliverables (biometric devices) | Medium | Medium | Medium | Set penalties in SLA and track via milestone reviews | Procurement Manager | Open |
| R4 | Mobile network unavailability in rural zones | High | Medium | High | Enable offline functionality and sync mode | Dev Lead | In Progress |
| R5 | Regulatory changes affecting biometric data handling | Low | High | Medium | Regular compliance reviews and legal consultations | Legal & Compliance Lead | Open |
| R6 | Integration failure with legacy HRMS | Medium | High | High | Conduct early API compatibility testing | Systems Architect | In Progress |
| R7 | Cost overrun due to unforeseen licensing or hardware costs | Medium | Medium | Medium | Build 10% contingency reserve into budget | Finance Analyst | Open |
| R8 | Project team attrition mid-development | Low | Medium | Low | Cross-train team members and document thoroughly | Project Manager | Closed |
| R9 | Incomplete or inaccurate employee data migration | Medium | High | High | Data quality checks, pilot imports, backup recovery | Data Analyst | In Progress |

**2. Opportunity Register**

| **ID** | **Opportunity Description** | **Likelihood** | **Benefit** | **Priority** | **Exploitation Strategy** | **Owner** | **Status** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| O1 | Enhanced HR reporting using real-time mobile analytics | High | High | High | Leverage dashboards & BI tools from mobile data | Data Analyst | In Progress |
| O2 | Reduction in payroll errors via biometric-based time tracking | High | High | High | Automate attendance-to-payroll interface | HR Systems Lead | Planned |
| O3 | Increased employee satisfaction from mobile self-service options | Medium | High | High | Promote usage via onboarding, feedback loops | Change Manager | Planned |
| O4 | Cost savings by reducing paper-based HR processes | High | Medium | Medium | Digitize all employee records & forms | HR Operations Manager | Open |
| O5 | Strengthened brand as a digital-first employer | Medium | High | Medium | Highlight digital transformation in employer branding | Communications Lead | Open |

**Legend for Risk/Opportunity Levels**

* **Likelihood**: Low / Medium / High
* **Impact/Benefit**: Low / Medium / High / Very High
* **Risk Level** = Likelihood × Impact
* **Priority** = Likelihood × Benefit
* **Response Strategy**:
  + **Avoid**: Change the plan to eliminate the threat
  + **Mitigate**: Reduce the likelihood or impact
  + **Transfer**: Shift the impact (e.g., via insurance or SLA)
  + **Accept**: Acknowledge risk without proactive response
  + **Exploit/Enhance**: Capitalize on opportunity

**Next Review Date**

**August 20, 2025** — First formal risk & opportunity re-assessment scheduled after design freeze.