

# Project: METAL SNAKE



## Risk Register

**Project Sponsor:** Brendan Gasparin

**Project Manager:** Brendan Gasparin

**Date of Project Approval:**

**Commencement Date:** 29/07/2024

**Estimated Completion Date:** 17/11/2024

**Estimated Project Duration:** 4 Months

**Version:** 1.0 (2024-08-11)

PROJECT: METAL SNAKE Risk Register

Risk Register for Project: METAL SNAKE									
Risk ID	Risk Description	Category	Likelihood	Impact	Risk Score	Risk Owner	Management Strategy	Status	Notes/ Comments
0001	Data loss	Technical	Possible	Major	Medium	PM	<b>Mitigation:</b> Backup three times to two different media types with one backup stored off-premises.	Open	
0002	Data protection issues resulting in legal penalties and reputational damage	Compliance	Possible	Major	Medium	PM	<b>Avoidance:</b> Implementation of firewalls and other preventative measures.  <b>Mitigation:</b> Strong security practices. Implementation of SIEM for security monitoring.	Open	
0003	Budget overrun	Financial	Possible	Major	Medium	PM	<b>Avoidance:</b> Thorough budget planning and costing of required equipment.  <b>Mitigation:</b> Contingency budget.	Open	
0004	Supply chain disruptions	Operational	Possible	Moderate	Medium	PM	<b>Avoidance:</b> Maintain relationships with various vendors.  <b>Mitigation:</b> Buy necessary equipment in advance of implementation.	Open	

PROJECT: METAL SNAKE Risk Register

0005	System failures in hardware and software	Technical	Possible	Moderate	Medium	PM	<b>Avoidance:</b> Good software implementation practices. Thorough documentation.  <b>Mitigation:</b> Contingency budget for replacing hardware and software.	Open	
0006	Cost fluctuations (e.g. cloud hosting)	Financial	Likely	Moderate	Medium	PM	<b>Mitigation:</b> Maintain relationships with different vendors. Train in various cloud platforms.	Open	
0007	Human error during installation or configuration	Operational	Likely	Major	High	PM	<b>Avoidance:</b> Staff training. Thorough documentation on installation and configuration.  <b>Mitigation:</b> Thorough testing of hardware and software.  <b>Exploitation:</b> Document any repairs or reconfigurations.	Open	
0008	Failure to comply with regulations	Compliance	Possible	Critical	High	PM	<b>Avoidance:</b> Compliance with regulations and regular consultations with a lawyer.  <b>Mitigation:</b> Staff training in regulatory compliance.	Open	
0009	Market competition	Strategic	Very Likely	Moderate	High	PM	<b>Mitigation:</b> Maintain competitive prices and excellent customer service.	Open	

PROJECT: METAL SNAKE Risk Register

							Implement customer feedback systems such as surveys.  <b>Exploitation:</b> Market analysis research to inform improvements on offerings, systems, and technology.		
0010	Technological obsolescence	Technical	Unlikely	Major	Medium	PM	<b>Avoidance:</b> Maintain access to state-of-the-art technology.  <b>Mitigation:</b> Monitor performance of network and websites. Research into new, better technology.  <b>Acceptance:</b> Buy improved technology with the contingency budget.  <b>Exploitation:</b> Identify obsolescence and use it to improve systems with new technology.	Open	
0011	Exchange rate fluctuations impacting costs	Financial	Likely	Moderate	Medium	PM	<b>Mitigation:</b> Contingency budget.  <b>Acceptance:</b> The organization cannot change	Open	

PROJECT: METAL SNAKE Risk Register

							or affect exchange rate fluctuations.		
0012	Resource scarcity of essential equipment	Operational	Unlikely	Moderate	Low	PM	<p><b>Avoidance:</b> Buy necessary equipment early, before implementation.</p> <p><b>Mitigation:</b> Use different vendors to minimize the risks of losing resource availability.</p> <p><b>Acceptance:</b> Extend project deadlines to account for delays in equipment delivery.</p> <p><b>Exploitation:</b> Buy necessary equipment early and gain advantage over less-equipped competition.</p>	Open	
0013	Insufficient testing	Technical	Possible	Moderate	Medium	PM	<p><b>Risk Description:</b> Insufficient testing</p> <p><b>Avoidance:</b> Strong and thorough testing practices.</p> <p><b>Mitigation:</b> Staff training in testing.</p> <p><b>Acceptance:</b> Iteratively fix bugs as they become apparent.</p>	Open	

PROJECT: METAL SNAKE Risk Register

							<b>Exploitation:</b> Improve systems while fixing any bugs.		
0014	Cost estimation errors resulting in financial discrepancies	Financial	Possible	Moderate	Medium	PM	<b>Avoidance:</b> Use best practices for cost estimation.  <b>Mitigation:</b> Thorough ongoing research into and monitoring of costs.  <b>Acceptance:</b> Draw on contingency budget.	Open	
0015	Process inefficiencies resulting in wasted resources or time	Operational	Likely	Major	High	PM	<b>Mitigation:</b> Continued research into project management and business process efficiency.  <b>Acceptance:</b> Contingency budget.  <b>Exploitation:</b> Document all business processes and attempts to improve process efficiencies.	Open	
0016	Stakeholder conflicts	Strategic	Possible	Critical	High	PM	<b>Mitigation:</b> High level of communication with stakeholders and adherence to their expectations from the project.	Open	

PROJECT: METAL SNAKE Risk Register

0017	Misalignment with organizational goals	Strategic	Possible	Major	Medium	PM	<b>Mitigation:</b> Weekly assessment of project objectives, scope, and alignment with organizational goals.  <b>Acceptance:</b> Realign project with organizational goals.	Open	
0018	Unexpected tax liabilities	Financial	Likely	Major	High	PM	<b>Avoidance:</b> Store a percentage of profits for tax.  <b>Mitigation:</b> Consult regularly with an accountant.  <b>Exploitation:</b> Document tax liabilities as lessons learned.	Open	
0019	Infringement of intellectual property	Compliance	Unlikely	Major	Medium	PM	<b>Avoidance:</b> Awareness of intellectual property law. Avoidance of using copyrighted material.  <b>Mitigation:</b> Regular consultation with a lawyer. Staff training on compliance with intellectual property law.	Open	
0020	Global economic conditions affecting financial viability or supply chains	External	Possible	Critical	High	PM	<b>Mitigation:</b> Procure equipment early to avoid disruption in supply chains.	Open	

PROJECT: METAL SNAKE Risk Register

							<b>Acceptance:</b> Global economic changes are not within the organization's control.  <b>Exploitation:</b> Procure equipment early to gain a competitive advantage over less well-equipped competitors.		
0021	Negative reputation of partners	External	Possible	Moderate	Medium	PM	<b>Avoidance:</b> Avoid unethical partners or partners with negative reputations.  <b>Mitigation:</b> Maintain relationships with various partners and vendors to provide choice in those the organization deals with.	Open	
0022	Social media backlash	Reputational	Possible	Major	Medium	PM	<b>Avoidance:</b> Maintain ethical standing and good cybersecurity practices.  <b>Mitigation:</b> Maintain ethical use of social media.  <b>Exploitation:</b> Capitalise on extra publicity.	Open	
0023	Unfulfilled promises or failure	Reputational	Possible	Major	Medium	PM	<b>Avoidance:</b> Business process efficiency, process documentation, and	Open	



PROJECT: METAL SNAKE Risk Register

	to deliver on projects						<p>extensive project planning practices.</p> <p><b>Mitigation:</b> Renegotiate with clients to extend deadlines and, if possible, budgets.</p> <p><b>Acceptance:</b> Expend extra organizational resources to fulfill promises and deliver on projects.</p>		
0024	Loss of physical premises	Operational	Possible	Moderate	Medium	PM	<p><b>Avoidance:</b> Maintain good relationship with landlords.</p> <p><b>Exploitation:</b> Move to better premises, delaying projects but improving facilities and operations.</p>	Open	
0025	Project Sponsor / Manager dies	Operational	Unlikely	Critical	Medium	PM	<p><b>Acceptance:</b> The project and business fail, as there is no-one left to complete the project and execute business operations.</p>	Open	
0026	Project requires unanticipated hardware/software	Technical	Possible	Moderate	Medium	PM	<p><b>Mitigation:</b> Thorough project planning, research, and procurement of necessary inventory.</p>	Open	

PROJECT: METAL SNAKE Risk Register

							<b>Acceptance:</b> Tap contingency budget to buy the required technology.		
0027	Difficulty filming in laboratory	Technical	Likely	Minor	Medium	PM	<b>Avoidance:</b> Rearrange laboratory space prior to the execution phase for better shooting opportunities.  <b>Mitigation:</b> Film on other locations when possible.	Open	
0028	Difficulty completing project deliverables on schedule	Operational	Likely	Moderate	Medium	PM	<b>Avoidance:</b> Add padding time to schedule (one extra week for each phase with heavy documentation requirements).  <b>Mitigation:</b> Work longer hours.  <b>Acceptance:</b> Extend project schedule.	Occurred	Avoidance strategy already implemented.

**Examples/Key**

Likelihood	Impact	Status
Unlikely (0 – 10%)	Minor	Active (monitoring)
Possible (11-25%)	Moderate	Occurred
Likely (26-50%)	Major	In Progress (resolving)
Very Likely (>50%)	Critical	Closed (resolved)

**Risk Score Matrix**

Likelihood / Impact	Minor	Moderate	Major	Critical
Unlikely	Low	Low	Medium	Medium
Possible	Low	Medium	Medium	High
Likely	Medium	Medium	High	High
Very Likely	Medium	High	High	Extreme