Logo

Description automatically generatedLogo, company name

Description automatically generatedRISK REGISTER

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Risk Description  *Brief description of risk* | Probability Score  *1-5 based on matrix* | Impact Score  *1-5 based on matrix* | Severity Score  *Severity = Probability + Impact* | Choose Strategy :   * *Avoid* * *Reduce* * *Transfer* * *Accept* | Actions to be taken to mitigate the risk |
| 1. A breach of *security and/or protocol compliance* **while working in a home office**. | 1 | 3 | 4 | Reduce | Train and or remind all staff to use proprietary Gelos software for data sharing. |
| 1. A breach of *security and/or protocol compliance* **while working in a café**. | 3 | 4 | 7 | Avoid | Tell everyone to stop doing any work from a café or any public wi-fi. |
| 1. A breach of *cyber security guidelines* **when working on emails**. | 3 | 2 | 5 | Accept | Tell everyone to log out of their emails when they not using computers. Ensure only recipients of an email are those directly required. |
| 1. A breach of security and/or protocol compliance **by a contractor**. | 4 | 5 | 9 | Transfer | Terminate use of said contractors. Ensure any costs associated with this breach are compensated for by the contractor’s insurance policies. |
| 1. Employee working remotely opened an attachment to spam email. Had potential to infect the Game Environment player database. | 4 | 4 | 8 | Reduce | Change policies to include instructions on only opening emails specified in a whitelist. |
| 1. Employee unknowingly disclosing personal player information in an email sent to an external party. | 2 | 5 | 7 | Accept | Employee would need to be removed from their position as player privacy is of the utmost importance to Gelos. |

Risk Matrix

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Impact (right) | Insignificant | Minor | Moderate | Major | Catastrophic |
| **Likelihood (below)** | **Rating (below and right)** | **1** | **2** | **3** | **4** | **5** |
| **Almost certain** | **5** | **6** | **7** | **8** | **9** | **10** |
| **Likely** | **4** | **5** | **6** | **7** | **8** | **9** |
| **Possible** | **3** | **4** | **5** | **6** | **7** | **8** |
| **Unlikely** | **2** | **3** | **4** | **5** | **6** | **7** |
| **Rare** | **1** | **2** | **3** | **4** | **5** | **6** |

Additional Information

1. For each of the four risks, what could be affected by this risk, including issues relating to IP, Ethics and Privacy.

1st Risk: Probability of occurrence is relatively low.

2nd Risk: Probability of occurrence is very high.

3rd Risk:

4th Risk: Realistically there is no way to monitor the procedures and methods of contractors. The risk of

1. How could you track the effectiveness of the risk management strategies. Suggest a benchmark or indicator you could use to assess how effective each strategy is.
2. What feedback processes would you recommend for providing warning of new risks?

Through policy encourage open communication between across all departments and levels of staff. Identifying potential issues before mistakes are made.