

Risk Management Plan for DormDash

Version 1

Binary Brothers

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Revision History

| Version | Description | Date |
| --- | --- | --- |
| 1 | Risk management plan | 2/23/23 |
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# **1 Introduction**

This document lists the project risks associated with the DormDash project, and the plan for addressing each risk. This document will be updated during the course of the project when the status or plan changes for existing risks, or when new risks are identified.

# **2 Risk Register**

| Risk # | Description | Approach  (Avoid, Contain, Mitigate, Evade) | Plan | Status  (Open, Closed) |
| --- | --- | --- | --- | --- |
| 1 | Feasibility of user requirements (such as maps integration, payment methods) | Mitigate | Analyze feasibility of requirements early prior to implementation. Decide which features are easy to implement and which are not. | Open |
| 2 | A team member drops or withdraws from class, or otherwise becomes unavailable | Mitigate | Distribute member’s workload onto the remaining team until the team member returns if possible.  Create new plan if member drop out  Throughout we will be conducting team reviews, to have members explain what task(s) they are being worked on and how they are doing/how well the task is going. | Open |
| 3 | Dining halls might not allow dashers to take food | Evade | Work with the school to implement delivery service for dining halls in the future | Open |
| 4 | University might not permit our company on campus | Evade | Hope for the best and if it fails, we could possibly attempt this at other college campuses. | Open |
| 5 | Dashers might not have permissions access to dorm rooms | Evade | Dashers meet clients outside their dorm halls | Closed |
| 6 | Team may start the project too late | Avoid | Start schedule and distribution of tasks early. Define roles and responsibility that is expected.  Utilize Trello board. | Open |
| 7 | Time taken to learn coding languages required and set up github | Mitigate | Learn skills as early as possible. | Open |
| 8 | Payments do not go through to restaurant | Mitigate | “Customer Representative” will get in contact with the restaurant to attempt to solve the issue. Implement an interface for the customer representative to see the transactions and event logs. Alternatively, we can take the task of customer representative.  Code and debug method before release. | Open |
| 9 | Student dashers are injured | Evade | Provide instructions of safety. As well as make them sign boilerplate liability forms. | Open |
| 10 | We have no personnel to conduct delivery | Mitigate | There is a possibility of no staff available, then we could implement a sign-on bonus to new Dashers so that we could get staff again quickly. | Open |
| 11 | Creating and updating the menu for each restaurant. As a restaurant changes their menu, the change is reflected in our order menu. | Mitigate | The website will read from a database that will include menu information which will be update and display to the website | Open |