

Risk Register

| Risk Register | | | | | |
|--------------------|---------------------|---|--------------------|---|------------|
| Project Name | | <u>ACE Gear-5 Pro Gaming Controller Launch</u> | | | |
| # | Risk | Risk Description | Probability Factor | Impact Factor | Risk Score |
| 1 | Team member leaves. | Sudden departure of a team member, which can impact the project continuity. | 0.5 | 5 | 2.5 |
| Risk Response Type | | Risk Response Plan | | Contingency Plan | |
| Mitigate | | Cross-train all core members, maintain a potential replacement list in case of emergency. | | Replace missing team member using replacement list. Trigger: Team member resigns, or absent for over 3 consecutive days. | |
| # | Risk | Risk Description | Probability Factor | Impact Factor | Risk Score |
| 2 | Documentation Error | Errors are found in some early documentation | 0.2 | 10 | 2 |
| Risk Response Type | | Risk Response Plan | | Contingency Plan | |
| Mitigate | | Implement thorough review processes for documentation. | | Recall all documents, correct documents containing errors And print the revised documents. Trigger: Error found in documents. | |

| # | Risk | Risk Description | Probability Factor | Impact Factor | Risk Score |
|--------------------|--------------------------------|---|--------------------|--|------------|
| 3 | Delay in prototype development | Technical challenges cause a delay in prototype manufacturing | 0.4 | 5 | 2 |
| Risk Response Type | | Risk Response Plan | | Contingency Plan | |
| Mitigate | | Set the deadline for one week prior to the scheduled date. | | Inform of possible delay to the product testers. Trigger: Delivery is late by 3 days. | |
| # | Risk | Risk Description | Probability Factor | Impact Factor | Risk Score |
| 4 | Costs higher than expected | Production costs are found to be much higher than expected | 0.5 | 6 | 3 |
| Risk Response Type | | Risk Response Plan | | Contingency Plan | |
| Avoid | | Stay up to date with the current market rates for the needed skills, and make appropriate cost estimates. | | Allocate some of the contingency fund. Trigger: Unexpected costs relatively later in the project timeline that could not be predicted correctly. | |
| # | Risk | Risk Description | Probability Factor | Impact Factor | Risk Score |
| 5 | Long-Term use causes fatigue | Using the controller for prolonged and intense gaming sessions are found to be fatigue inducing. | 0.3 | 10 | 3 |

| Risk Response Type | | Risk Response Plan | | Contingency Plan | |
|--------------------|--|--|--------------------|--|------------|
| Mitigate | | Conduct thorough user testing, allocate more resources on incorporating user feedback if needed to make sure the design is as ergonomic as possible. | | At this stage in the project, further design changes are not feasible, nor is it feasible to manufacture more units with an updated design as that would be way out of budget. No contingency plan. | |
| # | Risk | Risk Description | Probability Factor | Impact Factor | Risk Score |
| 6 | Final Product not up-to expected quality | Due to improper quality control/monitoring, the quality of the final product is sub-par. | 0.5 | 10 | 5 |
| Risk Response Type | | Risk Response Plan | | Contingency Plan | |
| Mitigate | | Implement strict quality control and monitoring during the manufacturing. | | Immediately address and rectify issues. Trigger: final design not upto design specs. | |