Risk and Mitigation Document

## Schedule Risks

* Long Term Incapacitation of team member
  + Severity: Severe
  + Probability: Extremely Low
    - Mitigation: Currently No plan in place for this contingency.
* Short term illness of Team member
  + Severity: Moderate;
  + Probability: Moderate
    - Mitigation: could potentially delay project, likely to require additional work by other team members of accommodate
* Project interruption due to other obligations
  + Severity: Low
  + Probability: High
    - Mitigation: Likely to require modification of meeting times and schedule flexibility on behalf of all team members. Record meeting minutes and develop meeting agenda. Schedule regular weekly meetings.