

RISK MANAGEMENT PLAN

CS GROUP NO -02

UNRAVEL

<Version 1.0>

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1. Introduction

1.1 Purpose of the Risk Management Plan

A risk is an event or condition that, if it occurs, could have a positive or negative effect on a project's objectives. Risk Management is the process of identifying, assessing, responding to, monitoring, and reporting risks. This Risk Management Plan defines how risks associated with the **Projectile** project will be identified, analyzed, and managed. It outlines how risk management activities will be performed, recorded, and monitored throughout the lifecycle of the project and provides templates and practices for recording and prioritizing risks.

The Risk Management Plan is created by the project manager in the Planning Phase of the CDC Unified Process and is monitored and updated throughout the project.

The intended audience of this document is the project team and management.

2. Risk Management Procedure

2.1 Process

The project manager working with the project team and will ensure that risks are actively identified, analyzed, and managed throughout the life of the project. Risks will be identified as early as possible in the project so as to minimize their impact. The steps for accomplishing this are outlined in the following sections. The whole team will serve as the Risk Manager for this project.

2.2 Risk Identification

Change in terms and conditions of youtube and github api

Risk Type	Risk Identified
Personnel	Person falling ill

Performance	Delay in Requirement Gathering
Technical	Non Reliable Information
Performance	Missed Deadlines
Technical	Internet Connectivity Failure
Performance	Team Coordination issue/conflict
Performance	Interdependent on Team Members
Personnel	Variation on Skill Set
Personnel	Inability to Learn new Technology
Performance	Scheduling Problem
Technical	Server Crash
Technical	Unavailability of Resources/Team Members
Personnel	Unwillingness to Work
Personnel	Rigid Mindset
Technical	Change in Structure
Performance	Leader throwing Weight around
Performance	Team Pressuring Leader
Performance	Difficulty in defining what is required
Technical	Not able to integrate the two interfaces Mobile Phone and Web interface

Performance	Not delivering the proposed system
Technical	Interface fails in integration testing
Technical	Test Case Fails/Delay in Testing
Performance	Limited Test Cases

2.3 Risk Analysis

All risks identified will be assessed to identify the range of possible project outcomes. Qualification will be used to determine which risks are the top risks to pursue and respond to and which risks can be ignored.

2.3.1 Qualitative Risk Analysis

The probability and impact of occurrence for each identified risk will be assessed by the project manager, with input from the project team using the following approach:

Probability

- **High (H)**– Greater than <70 %> probability of occurrence
- **Medium (M)**– Between <30%> and <70%> probability of occurrence
- **Low (L)**– Below <30%> probability of occurrence

Impact

- **High (H)**- Risk that has the potential to greatly impact project cost, project schedule or performance
- **Medium (M)**- Risk that has the potential to slightly impact project cost, project schedule or performance
- **Low (L)**- Risk that has relatively little impact on project cost, project schedule or performance

		Severity		
		Low	Medium	High
Probability	High			
	Medium			
	Low			
		Low risk	Medium risk	High risk

Risks that fall within the RED and YELLOW zones will have risk response planning which may include both a risk mitigation and a risk contingency plan.

2.3.2 Quantitative Risk Analysis

Analysis of risk events that have been prioritized using the qualitative risk analysis process and their effect on project activities will be estimated, a numerical rating applied to each risk based on this analysis, and then documented in this section of the risk management plan.

2.4 Risk Response Planning

Each major risk (those falling in the Red & Yellow zones) will be assigned to a project team member for monitoring purposes to ensure that the risk will not “fall through the cracks”. For each major risk, one of the following approaches will be selected to address it:

- **Avoid** – eliminate the threat by eliminating the cause
- **Mitigate** – Identify ways to reduce the probability or the impact of the risk
- **Accept** – Nothing will be done
- **Transfer** – Make another party responsible for the risk (buy insurance, outsourcing, etc.)

For each risk that will be mitigated, the project team will identify ways to prevent the risk from occurring or reduce its impact or probability of occurring. This may include prototyping, adding tasks to the project schedule, adding resources, etc.

For each major risk that is to be mitigated or that is accepted, a course of action will be outlined for the event that the risk does materialize in order to minimize its impact.

2.5 Risk Monitoring, Controlling, And Reporting

The level of risk on a project will be tracked, monitored and reported throughout the project lifecycle.

All project change requests will be analyzed for their possible impact to the project risks.

Management will be notified of important changes to risk status as a component to the Executive Project Status Report

3. Risk Analysis Table

Instructions:

Step 1: Brainstorm possible risks. i.e Reasons that might throw the project off schedule.

Step 2: For each risk, assign a High/Medium/Low value for both likelihood of occurrence and potential impact on the project.

Step 3: Develop a mitigation strategy for each High/High, High/Medium and Medium/High risk. Consider developing mitigation strategies for the Medium/Medium risks.

Sr. No	Risk	Potential Impact on Project Success L/M/H	Likelihood of occurrence L/M/H	Mitigation Plan Strongly recommended for H/H, H/M and M/H recommended for M/M
1	Person falling ill	H	M	_*
2	Delay in Interviews	H	M	Take Prior Appointments, and Take follow-up of appointments
3	Non Reliable Information	M	L	-
4	Missed Deadlines	H	M	Keep Reminding of the Deadline of Each deliverable
5	Internet Connectivity Failure	L	L	-
6	Team Coordination issue/Conflict	H	L	Regular Interaction with Team, Conflict Resolve
7	Interdependent on Team Members	L	L	Be frequently in touch with Team Members. Share all Progress amongst team

				members
8	Variation on Skill Set	M	M	Create a Skill Set Matrix and identify task according to that matrix
9	Inability to Learn new Technology	M	L	Prefer the Tech we know
10	Scheduling Problem	H	M	Plan ahead and Reiterate plan, analyze it on a regular basis
11	Incorrect Estimation	M	M	Make Proper Estimation using Models, and Take help from experts in Estimation
12	Unavailability of Resources/Team Members	M	M	Delegate the task to other resource, or improvise, make a list of all resources and check availability
13	Unwillingness to Work	H	L	Assign work based on Skill Matrix
14	Rigid Mindset	M	L	-
15	Change in Structure	M	L	Use of Proper planning strategies
16	Leader throwing weight around	M	L	-
17	Team Pressuring Leader	M	L	-
18	Difficulty in defining what is required	H	M	-
19	Not able to integrate the two interfaces Mobile Phone and Web interface	L	L	-
20	Not delivering the proposed system	H	L	-
21	Interface fails in integration testing	M	M	-
22	Test Case Fails/Delay in Testing	M	M	-
23	Limited Test Cases	L	L	-

4. References

1. <https://www.mitre.org/publications/systems-engineering-guide/acquisition-systems-engineering/risk-management/risk-mitigation-planning-implementation-and-progress-monitoring>
2. <http://www.projectmanagementdocs.com/project-planning-templates/risk-management-plan.html#axzz4Pj44GteJ>