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| **05** 项目风险管理表  **Project Risk Management** | | | | | | | | | | |
| 一、项目基本情况 **I. Project Basic Info** | | | | | | | | | | |
| 项目名称 project name： | | *T 客户考察公司* | 项目编号 project code： | | | *T0808* | | | | |
| 制作人 prepared by： | | *张三* | 审核人 reviewed by： | | | *李四* | | | | |
| 项目经理 project manager： | | *张三* | 制作日期 data： | | | *2005-7-10* | | | | |
| 二、项目风险管理 **II. Project Risk Management** | | | | | | | | | | |
| 风险发生概率的判断准则 the estimation rule of risk happening probability: | | | | | | | | | | |
| 高风险： >60%发生风险的可能性 high risk: >60% of risk happening probability | | | | | | | | | | |
| 中风险： 30-60%发生风险的可能性 medium risk: 30-60% of risk happening probability | | | | | | | | | | |
| 低风险：<30%发生防线的可能性 low risk: <30% of risk happening probability | | | | | | | | | | |
| 序号  Sequence  NO. | 风险描述  Risk description | | | 发生概率  Happening  probability | 影响程度  Influence  degree | | 风险等级  Risk level | 风险响应计划  Risk response plan | 责任人  Risk  owner | 开放/关闭  Open/closed |
| *1* | *主要客户没有考察意愿* | | | *低* | *极大* | | *高* | *拜访高层客户，做好关系铺垫* | *李四* | *OPEN* |
| *2* | *公司高层临时有其他重要事宜* | | | *中* | *大* | | *高* | *事先汇报，联系好备选高层* | *张三* | *OPEN* |
| *3* | *样板点临时关闭* | | | *低* | *中* | | *中* | *提前通知样板点做好安排* | *赵六* | *OPEN* |
| *4* | *座谈会交流效果不佳* | | | *中* | *中* | | *中* | *交流材料严格审核，挑选精通业务的交*  *流人员* | *刘峰* | *OPEN* |
| *5* | *后勤安排出现细小失误* | | | *高* | *小* | | *中* | *挑选经验丰富的接待人员，逐条落实后*  *勤资源* | *张芳* | *OPEN* |
| *6* |  | | |  |  | |  |  |  |  |
| *7* |  | | |  |  | |  |  |  |  |
| *8* |  | | |  |  | |  |  |  |  |
| *9* |  | | |  |  | |  |  |  |  |
| *10* |  | | |  |  | |  |  |  |  |
| *11* |  | | |  |  | |  |  |  |  |
| *12* |  | | |  |  | |  |  |  |  |
| *13* |  | | |  |  | |  |  |  |  |