Risk Management Plan

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| Risk Management Plan for The Development Project of HELP Covid-19 Testing Information System | | | | | | | | | | |
| Prepared by: I Made Siva Aditya Surya & Ida Bagus Gede Awidya Andika | | | | | | **Date: 22th February 2021** | | | | |
| NO | Risk Type | Risk | Risk Description | Risk Probab  -ility | Risk Impact | Risk Assessm  -ent Grade | Trigger | Risk Owner | Mitigation Plan | Contingency Plan |
| R1 | Operational Risk | Failure to fully understand all requirements in the project | If requirements are not fully grasped by the project team members, the system that will be delivered may fail to match the user needs and expectations | M | M | 4 | Poorly executed brainstorming of the project requirement and project scope or lack of research conducted on the project | Siva Aditya | Allocate more time to do research and brainstorming, communicate found similar system/event | Conduct a thorough research on the requirements |
| R2 | Schedule Risk | Failure to meet the task deadlines in the project schedule/exceeding working time | Team members are overwhelmed with another assignment/project/event that led to the project to be put aside and left unworked | H | M | 4 | Busy schedule or sudden personal agenda from team members that is unavoidable (accident, family occasion, etc | All | Plan a concrete time schedule for meeting and working on tasks. Com | Allocate more time on the task that is already past the deadline thus it can be finished quickly, and replanning the schedule/deadline of the remaining task |
| R3 | Management Risk | Conflict between project members | Lack of communication/Misunderstanding across project team members may spark conflict or unclear task delegation | H | H | 5 | Busy schedule that results in poor communication between project team members, poorly delivered thoughts and ideas across team members | Siva Aditya | Even in this pandemic time, try to conduct a physical meeting occasionally to avoid miscommunication | Conduct an open discussion meeting to enable each team members to communicate their tasks and ideas more clearly, then resume on working the task based on the final decision of the discussion |
| R4 | Technical Risk | Bugs, crashes, and errors in system | The system may fail to meet the expectation outcome due to logical/integration error | M | H | 4 | Bad coding implementation, not enough testing | Awidya Andika | Do a more thorough checking and conducting testing after every code implementation | Checking the part of system that is causing the error and solve the error by redo the faulty features or implement another method |

Risk Assessment Matrix

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|  | | Severity of Harm (Impact) | | |
| Low (L) | Medium (M) | High (H) |
| Probability | High (H) | 3 | 4 | 5 |
| Medium (M) | 2 | 3 | 4 |
| Low (L) | 1 | 2 | 3 |

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| Risk Mitigation Based Upon Grade | |
| Grade | **Possible Action** |
| 5 | Priority risk, mitigation actions are to be identified and implemented at the start of the project |
| 4 | Mitigation actions are to be identified and implemented throughout the course of the project |
| 3 | Mitigation actions are implemented should the time and cost permit execution |
| 2 | Risk to be noted and actions are only required should risk raise in grade over time |
| 1 | Risk to be noted and actions are only required should risk raise in grade over time |