

Risk Trigger Examples and Checklist

Most risk triggers are project specific and should be tailored for each project. When a risk is identified, a trigger should be identified that indicates the risk is about to happen or is happening.

This checklist is a common set of risk triggers and the issue (risk that is happening) they indicate may be occurring.

Risk Triggers	Potential Issues
Steering committee meetings frequently canceled	Buy-in from sponsor/senior leaders fading
Under budget, task completion on target	Task estimates too high
Frequent change requests	<ul style="list-style-type: none">• Inadequate focus on accurate requirements• Rapid business change is being experienced
Delays in decision-making	Senior leaders not in harmony with project objectives or direction
Key resources reassigned	<ul style="list-style-type: none">• Priority of project vs. other projects• Day-to-day operational needs have changed
Regulatory bodies discussing law or regulation changes	Approval or audit requirements may change with little notice
Under budget, tasks behind	Staff not contributing committed time to the project; resources being diverted elsewhere; potential priority conflict
Snow plowing, in an agile project	<ul style="list-style-type: none">• Potential skills deficiency to complete features• Underestimating complexity of features
Significant number of handoffs in current business process	Potential lack of understanding of overall end-to-end processes by the business
Significant number of handoffs in new process created by the project	<ul style="list-style-type: none">• Proper as-is analysis not performed• Potential errors and complexity; creating organizational change management difficulties

Proposing technical changes late in the project lifecycle	<ul style="list-style-type: none"> • Lack of confidence or understanding of solution • Skills deficiency on the project team
Budget reductions	<ul style="list-style-type: none"> • Priority of project slipping • Confidence in project waning • Concerns about scope being appropriate are surfacing
Scope creep	<ul style="list-style-type: none"> • Uncontrolled change is occurring • Business change is happening rapidly • Stakeholders are not in sync regarding project purpose