

RISK MATRIX

Risk List	Probability (1-5)	Impact (1-5)	Severity (P*I)	Action Plan	Contingency Plan
Insufficient Research and Factual Data	2	4	8	Mitigate: Research thoroughly on the internet or contact the Government departments for legal documents.	Contact pre-existing organizations serving the same purpose.
Poor Time Management	2	4	8	Mitigate: Establish clear goals and expectations with timelines	Re-design plan and schedule follow-up meetings
Peer Competitors	3	4	12	Mitigate: Design & deliver the best project plan	<ul style="list-style-type: none"> • Collaborate with parent NGOs like Darksky • Propose plan to other investors
Unanticipated requirement changes	2	3	6	Accept	Understand the requirement change, discuss among the team members to analyze the impact, then create a change request form that to be approved by the stakeholder
Improper Presentation	1	4	4	Mitigate: Prepare and rehearse the presentation well before the final day	Try to answer follow-up questions with facts and proper research
Unable to secure funds	2	5	10	Mitigate: Research thoroughly the ideas which are to be pitched. Create a good project plan to present in front of the angel investors with confidence.	Look for other financial organizations to provide the funds.
Improper Documentation	2	4	8	Mitigate: Spend more time preparing and writing documents, Proof-read multiple times, and verify with the professor	Present documentation and project plan with confidence to angel investors and prepare follow-up questions in advance

Contradictory Thoughts within team members	1	2	2	Mitigate: Maintain good communication and allow every member to express or share thoughts on all relevant subjects.	Voting should be done on all contradictory things and proceed with majority rule. Let the Project manager take a decision in case of a tie.
Scope creep	4	3	12	Mitigate: Be clear about the requirements and scope. Try to stick to it	In case of changes, confirm those with the stakeholders ,inform the team and make updates as per the new scope\.
Not finding a place to meet	1	2	2	Accept	Conduct online meetings for discussions or meet during class