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| **RISK LOG** | | | | | | **FORM**  **Ref:**  **Version:1.0** |
| **Programme:** SPPM | | | **Project:**  Lanka Tools Employee & Payroll Management System (Phase 01) | | | **PRINCE2** |
| **RISK IDENTIFIER:**  **[0001]** | Description:  Group members cannot meet and discuss about the project due to the transport issues in Sri Lanka. | | | | | Risk Category: Organizational |
| Probability:  3/10 | Impact:  Every member might not get a clear idea about the project and their assigned tasks. | | | | | Proximity:  Low |
| Countermeasures:  Use online platforms for schedule meetings. Discuss about the project in the scheduled meetings. | | | | | | |
| Owner:  R.A.G.U.T. Rajapaksha | | Author:  R.A.G.U.T. Rajapaksha | | Date Identified:  14/07/2022 | Date of Last Update: 14/07/2022 | Current Status:  Low |

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| **RISK IDENTIFIER:**  **[0002]** | | Description:  Frequent power failures in Sri Lanka impacting the group's performance. | | | Risk Category:  Technical |
| Probability:  6/10 | | Impact:  Project will not complete on or before the deadline. | | | Proximity:  Medium |
| Countermeasures:  Schedule all the meeting and tasks around the Ceylon Electricity Bord power cut timing schedule. | | | | | |
| Owner:  R.A.G.U.T. Rajapaksha | Author:  R.A.G.U.T. Rajapaksha | | Date Identified:  14/07/2022 | Date of Last Update: 14/07/2022 | Current Status:  Increasing |
| **RISK IDENTIFIER:**  **[003]** | | Description:  Group members live in different locations and have different power cut schedules. | | | Risk Category:  Technical |
| Probability:  4/10 | | Impact:  Project and assigned tasks will not be completed on or before the deadlines. | | | Proximity:  Medium |
| Countermeasures:  Compare all the power cut schedules and choose time periods all the members can join to the meetings. | | | | | |
| Owner:  R.A.G.U.T. Rajapaksha | Author:  R.A.G.U.T. Rajapaksha | | Date Identified:  14/07/2022 | Date of Last Update: 14/07/2022 | Current Status:  Medium |

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| **RISK IDENTIFIER:**  **[0004]** | | Description:  Group members cannot visit the company due to the transport issues in Sri Lanka. | | | Risk Category:  Organizational |
| Probability:  3/10 | | Impact:  Cannot get a clear idea about the business and the project might not be compatible with client requirements. | | | Proximity: Low |
| Countermeasures:  Schedule a zoom meeting with the owner of the business and get all the necessary information from him/her. | | | | | |
| Owner:  R.A.G.U.T. Rajapaksha | Author:  R.A.G.U.T. Rajapaksha | | Date Identified:  14/07/2022 | Date of Last Update: 14/07/2022 | Current Status:  Increasing |

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| **RISK LOG** | | | | | | **FORM**  **Ref:**  **Version:2.0** |
| **Programme:** SPPM | | | **Project:**  Lanka Tools Employee & Payroll Management System (Phase 01) | | | **PRINCE2** |
| **RISK IDENTIFIER:**  **[0005]** | Description: Team members not being able to complete their tasks due to illness like Covid-19. | | | | | Risk Category: Medical |
| Probability:  8/10 | Impact:  This affects to the progress of the project. Because of that project will be not completed on or before the target date. | | | | | Proximity:  High |
| Countermeasures:  Use online platform services for meetings and store the completed works. Reassign the task to another member who can complete the task if a team member gets infected by any illness. | | | | | | |
| Owner:  R.A.G.U.T. Rajapaksha | | Author:  R.A.G.U.T. Rajapaksha | | Date Identified:  21/07/2022 | Date of Last Update: 21/07/2022 | Current Status:  Active |