The Probability and Impact Assessment form contains narrative descriptions of the likelihood of events occurring

and the impact on the various project objectives if they do occur. It also has a key to assign an overall risk rating

based on the probability and impact scores. If a Risk Management Plan is used, this information will become part

of that plan. If a Risk Management Plan is not used, this form defi nes how risks will be analyzed.

The following document element and description table shows generic descriptions for scope, quality, schedule,

and cost objectives. These descriptions are created to address both threats and opportunities. Some projects

also rate stakeholder satisfaction as an objective. On smaller projects, the impacts may be grouped together without

distinguishing impact by objective. Your project should determine the objectives that are used, and the descriptions

for each probability and impact rating.

The sample forms use a scale of very low to very high. Some projects use a scale of 1 to 3 or 1 to 5 or

percentages. As long as there is a consistent understanding of the rating and ranking system, either approach is

acceptable.

Many projects prioritize project objectives. In this case, the impact scale may become more conservative for

those objectives that are considered most important. In such cases the probability, impact, and risk rating may

all refl ect the relative importance of objectives. Another aspect of risk rating is the urgency of a risk event. Some

scales rate the additional variable of urgency to indicate whether the event is imminent or in the distant future.

Use the information from your project to tailor the probability assessment, the impact assessment, and the risk

rating to best meet your needs.

Information in this form provides information to:

• Probability and Impact Risk Matrix

• Risk Register

The Probability and Impact Assessment is a technique used in 11.3 Perform Qualitative Risk Analysis in the

*PMBOK® Guide—*Fifth Edition..

You can use the element descriptions in Table 2.32 to assist you in developing the Probability Impact

Assessment.

**PROBABILITY AND IMPACT ASSESSMENT**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Title:** |  | **Date Prepared:** |  |

**Scope Impact**

|  |  |
| --- | --- |
| Very High |  |
| High |  |
| Medium |  |
| Low |  |
| Very Low |  |

**Quality Impact**

|  |  |
| --- | --- |
| Very High |  |
| High |  |
| Medium |  |
| Low |  |
| Very Low |  |

**Schedule Impact**

|  |  |
| --- | --- |
| Very High |  |
| High |  |
| Medium |  |
| Low |  |
| Very Low |  |

**PROBABILITY AND IMPACT ASSESSMENT**

**Cost Impact**

|  |  |
| --- | --- |
| Very High |  |
| High |  |
| Medium |  |
| Low |  |
| Very Low |  |

**Probability**

|  |  |
| --- | --- |
| Very High |  |
| High |  |
| Medium |  |
| Low |  |
| Very Low |  |

**Risk Rating**

|  |  |
| --- | --- |
| High |  |
| Medium |  |
| Low |  |