| ID | Date raised | Description | Likelihood (1-5) | Impact (1-5) | Severity | Owner | Mitigating action | Status | Resources |
|---|---|---|---|---|---|---|---|---|---|
| 1 | 13/05/25 | The Project Purpose and need are not well-defined | (3) | (5) | 15 | Project sponsor | Complete a business case if not already provided, and ensure the purpose is well defined on the Project Charter and PID | **Open** | |
| 2 | 13/05/25 | Stakeholders aren't satisfied | (3) | (5) | 15 | Stakeholders | Make a meeting with stakeholders every fortnight to let them know how the project is going and give updates and status on our website, make them test it themselves to see which features they are happy with, and which those are not | **Open** | |
| 3 | 13/05/25 | Conflict within the organization | (1) | (5) | 5 | Everyone | Make a meeting once a week and communicate with each other to know what each of us is worried about, and be able to act on a specific problem or risk | **Open** | |
| 4 | 13/05/25 | Schedule for each project in our milestone/goal | (2) | (5) | 15 | Everyone | Have a well-defined Gantt chart for milestones and goals for our organization, and have a proper understanding of each role within the group. This boosts productivity and makes us more active because we can see each completed task and what other stuff we have to do | **Closed** | |
| | 13/05/25 | Imminent feature creep | (3) | (4) | 20 | Developer(s) | To mitigate this issue, if not eliminate it. It should be of the utmost priority for our team to pave the way for a very seamless navigation for all our users, making sure to implement any visual bloat which may overwhelm the visitors. | **Open** | [Hawaii](Hawaii) |
| | 13/05/25 | Gold plating | (1) | (4) | 4 | Company | If we wish to mitigate the issues surrounding "Gold-plating". We should enforce a strict adherence to active collaboration amongst all team members, which should encompass rigorous team member/project manager approval. The implementation of such measures would greatly diminish the chances of such unnecessary features coming into fruition. | **Open** | |
| | 13/05/25 | Shortchanged | (1) | (5) | 5 | Everyone | The only way shortchanging will happen is if people deviate from the plan. Meaning nothing has been learned, and we do not have the maturity to understand what needs to be done. This can be mitigated by simply following a well-set-out plan. | **Open** | |

| 13/05/25 | Optimism | (3) | (5) | 15 | Company | Optimism is the best thing for a project except if its a manager who is super optimistic but doesn't actually help a lot. In order to mitigate over optimism you need a well rounded team with open minds and maturity. | **Open** | |
|---|---|---|---|---|---|---|---|---|
| 13/05/25 | Inadequate design | (3) | (4) | 20 | Designer | Active stakeholder collaboration must be achieved so we can hope to mitigate the chances of an inadequate design coming into fruition, which could jeopardise the status of our website. | **Open** | |
| 13/05/25 | Silver bullet syndrome | (3) | (2) | 9 | Everyone | If we hope to mitigate silver bullet syndrome, we should allow diversity of thought and be open to alternative options. Since an absence of thought could lead to a one-sided monologue, which could halt our progress. | **Open** | |
| 13/05/25 | Research-oriented development | (3) | (5) | 15 | developer | This can change the direction of the whole organization's goals and our view of the project/e-commerce website | **Open** | |
| 13/05/25 | Weak personnel | (2) | (5) | 10 | Company | Screen/interview applicants before employment, and ensure staff personnel have the right skills for the job, host short workshops/webinars for training skills. | **Open** | |
| 13/05/25 | Contractor failure | (1) | (5) | 5 | Huawei | Have active communication with suppliers, monitoring the status of product arrival. Schedule review and renewal of supplier contracts. | **Open** | PBtech |
| 13/05/25 | Friction | (4) | (5) | 20 | Everyone including Stakeholders | In order to minimise friction in the groups or workplace an open mind but also a stern mind is needed. A good leader who can bring people together and find compromise if problems do occur. Being able to plan for these risks in the plan will help minimise these problems as well. | Open | |