**Risk Management Plan**

# A. General Information

*Provide basic information about the project including: Project Title – The proper name used to identify this project; Project Working Title – The working name or acronym that will be used for the project; Proponent Secretary – The*

*Secretary to whom the proponent agency is assigned or the Secretary that is sponsoring an enterprise project; Proponent Agency – The agency that will be responsible for the management of the project; Prepared by – The person(s) preparing this document; Date/Control Number – The date the plan is finalized and the change or configuration item control number assigned.*

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***Project Title: Project Working Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Proponent***

***Secretary: Proponent Agency:***

|  |  |  |  |
| --- | --- | --- | --- |
| Brioso, Job G. | ***Date / Control Number:*** | 04/04/2  018 |  |

***Prepared by:***

**B. Risk Management Strategy**

# 1. Risk Identification Process

*Describe the process for risk identification.*

Risk identification is the process of determining that could potentially prevent the program, enterprise, or investment from achieving and communicating the concern. The objective of the risk identification is the early and continuous identification of events that, if they occur, will have negative impacts on the project’s ability to achieve performance or capability outcome goals. They may come from within the project or from external sources.

# 2. Risk Evaluation and Prioritization

*Describe how risks are evaluated and prioritized.*

In the world of risk management, project managers are taught to identify, characterize, assess, determine and prioritize your risks you need two things. Identify risks, use risk management effectively by identifying external and internal risks. Define the risks, clearly define each risk with input on how it will or won’t affect project outcome. There are many other areas of the risk management process; however, being able to prioritize risk is essential for success. When creating your risk management plan, include a risk treatment plan to assign priorities.

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# 3. Risk Mitigation Options

*Describe, in general terms, the risk mitigation options.*

Risk mitigating options are plans designed to manage, eliminate, or reduce risk to an acceptable level. Once a plan is implemented, it is continually monitored to assess its efficacy with the intent of revising the course-of-action needed.

# 4. Risk Plan Maintenance

*Describe the methods for maintaining or updating the risk plan.*

Methods of maintaining and updating your risk plan, you will need to test, evaluate and upgrade your risk management plan regularly as risks can change as your business, your industry and the environment you operate in change. Regularly reviewing your risk management plan is essential for identifying new risks and monitoring the effectiveness of your risk treatment strategies.

# 5. Risk Management Responsibilities

*Identify individuals with specified risk management responsibilities.*

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| ***Individual*** | ***Responsibility*** |
| Project Manager | The Project Manager is a person who has the whole responsibility of the whole team for the works and for the success of the team for planning execution controlling of the project. |
| Program Developer | The Program Developer is also computer programmer he/she must ensure that milestones are delivered because he/she will be playing a key role in the designs. To update and improve the programs and to allow testing and modifications of the application. |
| Document handler | The document handler will be in charge for the document to be completed properly. The handler must ensure the documents to be clear and clearly followed with the application. |

# C. Risk Analysis Summary

*Using the table provided, list each risk identified, the probability of occurrence, the expected impact level, a description of the impact, and when the risk event is likely to occur.*

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| --- | --- | --- | --- | --- | --- |
| ***Risk***  ***Number*** | ***Risk Name*** | ***Probability of***  ***Occurrence***  ***(Note 1)*** | ***Impact Level (Note 2)*** | ***Impact Description*** | ***Time Frame (Note 3)*** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |
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**Note: 1. Probability of Occurrence is the percentage of likelihood that the risk will occur.**

1. **Impact Level is a score of one to five. One is the least impact and five is the highest impact.**
2. **Provide time frames in fiscal years and quarters, if known.**

# D. Risk Response Summary

*Prioritize and describe the plans for responding to each risk identified and evaluated in Section C.*

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| --- | --- | --- | --- | --- | --- |
| ***Risk Priority*** | ***Risk***  ***Number*** | ***Risk Name*** | ***Responsible Person*** | ***Mitigation Action(s)*** | ***Response Trigger*** |
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