[A picture containing drawing

Description automatically generated](https://bit.ly/2XY4JHv)**SAMPLE RISK ASSESSMENT FORM**

|  |  |  |
| --- | --- | --- |
| REF ID NO. | SUBMITTED BY | DATE SUBMITTED |
| #00001 | Tamer Ayoub | 11/25/22 |

RISK TYPE *select one*

|  |  |  |
| --- | --- | --- |
|  | Financial | |
|  | Leal / Contractual | |
|  | Reputation / Customer Relations | |
|  | Resources | |
|  | Operational | |
|  | Other: |  |

RISK DESCRIPTION

|  |
| --- |
| Risk associated with not making seats a required selection, is that we are losing capital not giving buyers the option to upgrade their seats. The seat selection option on the purchase page must contain a required selection before continuing. This is how Delta makes a lot of money. |

SOURCE OF RISK

|  |
| --- |
| The source of the risk happens the page after selecting what type of trip the user wants. When the user gets to choose their seats for the first time during the book flight process. |

PERSON(S) IMPACTED *check all that apply*

|  |  |  |
| --- | --- | --- |
|  | Customers / Clients | |
|  | Employees | |
|  | Contractors | |
|  | Public | |
|  | Other: |  | |
|  | Other: |  | |
|  | Other: |  | |

RISK IMPACT *select one*

|  |  |  |
| --- | --- | --- |
|  | IMPACT LEVEL | DESCRIPTION |
|  | NOT SIGNIFICANT | Negligible injuries not needing medical treatment |
|  | MINOR | Minor injuries causing temporary impairment needing medical treatment |
|  | MODERATE | Illness and/or injury requiring hospitalization |
|  | MAJOR | Illness and/or injury resulting in permanent impairment |
|  | SEVERE | Fatality |

RISK PROBABILITY *select one*

|  |  |  |
| --- | --- | --- |
|  | PROBABILITY LEVEL | DESCRIPTION |
|  | HIGHLY UNLIKELY | Rare chance of an occurrence |
|  | UNLIKELY | Not likely to occur under normal circumstances |
|  | POSSIBLE | May occur at some point under normal circumstances |
|  | LIKELY | Expected to occur at some point in time |
|  | HIGHLY LIKELY | Expected to occur regularly under normal circumstances |

RISK SEVERITY MATRIX *based on Impact and Probability Levels*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **IMPACT x PROBABILITY** | **NOT SIGNIFICANT** | **MINOR** | **MODERATE** | **MAJOR** | **SEVERE** |
| **HIGHLY UNLIKELY** | LOW | LOW | LOW / MED | MEDIUM | MEDIUM |
| **UNLIKELY** | LOW | LOW / MED | LOW / MED | MEDIUM | MED / HIGH |
| **POSSIBLE** | LOW | LOW / MED | MEDIUM | MED / HIGH | MED / HIGH |
| **LIKELY** | LOW | LOW / MED | MEDIUM | MED / HIGH | HIGH |
| **HIGHLY LIKELY** | LOW / MED | MEDIUM | MED / HIGH | HIGH | HIGH |

RISK SEVERITY LEVEL *select corresponding Severity Level from matrix above based upon Impact and Probability Levels*

|  |  |
| --- | --- |
|  | SEVERITY LEVEL |
|  | LOW |
|  | LOW / MED |
|  | MEDIUM |
|  | MED / HIGH |
|  | HIGH |

CURRENT CONTROL MEASURES

|  |
| --- |
| We are going collaborate with the UX/UI designers on Team A to make sure they validate the seat selection process. |

FURTHER ACTION NEEDED? *select one*

|  |  |
| --- | --- |
| X | YES |
|  | NO |

ACTIONS TO IMPLEMENT *if applicable*

|  |  |  |  |
| --- | --- | --- | --- |
| **ACTION** | **ASSIGNED TO** | **DUE DATE** | **STATUS** |
| Talk to Alex and Junior, the UX/UI designers on Team A to add this process as a requirement | Yuba | 11/25/2022 | Pending |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |  |
| --- | --- | --- |
| DATE REVIEWED | APPROVING OFFICIAL NAME & TITLE | SIGNATURE |
| 11/25/2022 | SWASTIK (SCRUM MASTER) | SWASTIK |

REMARKS

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