



Beta “T.B” for delivering products and orders

Author: George Youssef Ward Issa
Advisor: Haitham Salem

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Objective

The purpose of this document is to identify the risks that the work team may face while solving the problem of lack of sales facing Beta “T.B” Company and plans to mitigate those risks.

Executive Summary

Beta company "T.B" plans to solve the problem of the shortage in sales within eight months and a week. The operations team will develop the delivery plan, prepare operations software to manage the solutions and develop and implement an employee training program. There are two basic types of risks to this project: budget and schedule. Review the tables below to learn about the risks to which this project is exposed and mitigation plans to address them.

RISK TYPE ONE: You are at risk of going over budget

Scenario	Risk to Project	Mitigation Plan
A product vendor loses a product shipment.	Low	Accept the risk and monitor. Keep other vendors' estimates on hand and maintain good business relations just in case.
A product vendor charges a higher rate than expected.	Medium	Control the risk by getting estimates from multiple vendors and negotiating or modifying the SoW to stay within budget.

Each delivery truck costs \$16,000 more than initially quoted.	High	Avoid the risk by using lower-cost options for delivery, such as purchasing used trucks or renting trucks until customer demand outweighs the cost of the new trucks.
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RISK TYPE TWO: You are at risk of falling behind schedule to train employees

Scenario	Risk to project	Mitigation Plan
Many team members and workers get sick and miss work for a week.	Low	Accept the risk and monitor. Perhaps add a small buffer to date estimates for solving completion.
More than 40% of the employees have personal special cases and delay from the schedule by 3 weeks.	Medium	Control the risk by putting a buffer on each task or project.
The AI system has a drop and the IT Team takes a lot of time to solve it.	High	Control the risk by working carefully on the system and the system will be tracked by the IT Manager each period of time to ensure that all things go alright.

Appendix:

Probability chart:

Probability		
	Qualitative	Quantitative (if measurable)
Low	Meager chance of risk.	Quantified as less than 10%.

Medium	A moderate risk chance.	between 10%–49%.
High	A significant risk likelihood.	between 50%–100%.

Impact chart:

Types of Impact	Low	Medium	High
Financial	Cost impact on the project, ranging from \$0–\$14,000 (low)	Medium financial impact, costing the company \$15,000–\$29,000	High financial impact, costing the company \$30,000 or more
Operational	Low impact to project operations, causing delays of a few days to a few weeks	Medium impact on project operations, with the potential to delay the project by a month or more	High impact to project operations, with the potential to cause project failure
People	Low impact on employee attrition, causing 5%+ of employee turnover	Medium impact on employee attrition, causing 25%+ of employee turnover	High impact on employee attrition, causing 50%+ of employee turnover

Probability and Impact Matrix:

Inherent Risk				
		Impact		
		Low	Medium	High
Probability	High	Medium	High	High
	Medium	Low	Medium	High
	Low	Low	Low	Medium