**Risk register**

|  |  |  |  |
| --- | --- | --- | --- |
| Rating for likelihood and seriousness for each risk | | | |
| L | Rated as low | E | Rated as extreme (used for seriousness only) |
| M | Rated as medium | NA | Not assessed |
| H | Rated as high |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Grade: Combined effect of likelihood/seriousness | | | | | |
|  | Seriousness | | | | |
| Likelihood |  | low | medium | high | EXTREME |
| low | E | D | C | A |
| medium | D | C | B | A |
| high | C | B | A | A |

|  |  |
| --- | --- |
| Recommended actions for grades of risk | |
| Grade | Risk actions |
| A | Actions to reduce the likelihood and seriousness to be identified and implemented as soon as the project commences. |
| B | Actions to reduce the likelihood and seriousness to be identified and appropriate actions implemented during project execution. |
| C | Actions to reduce the likelihood and seriousness to be identified and costed for possible action if funds permit. |
| D | To be noted - no action is needed unless grading increases over time. |
| E | To be noted - no action is needed unless grading increases over time. |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Ref: | Description of risk | Likelihood | Seriousness | Grade | Actions |
| 1 | Inadequate funding to complete the project | M | M | B | Re-scope project, focusing on time and resourcing |
| 2 | Lack of technical skills in staff | H | H | A | Develop training plan |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |