

## **Planning Process Group Artifacts**

11.2 Identify Risk

11.2.3 Risk Register (Output)

PMGT 690, ERAU, Prof. Sherman

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Group 3 - Risk Management Plan  
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PMGT 613  
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**11.2.3 Risk Register (Output):** This artifact was taken from Group 3 project from PMGT 613. The risk register is the main output for Identifying Risk process. The risk register is a document in which the results of risk analysis and responses are recorded. The register can start out as simple checklists (11.2.2.1) but it can evolve and continue to develop into the project Risk Register. This document, like all other project documents, needs to be monitored, controlled and updated regularly. When changes occur throughout the project life cycle, the risk register needs to reflect. This output is essential for keeping the project on schedule as well as implementing the proper contingent plans if and when uncertainties arise.

Project Title: Consultant Group Risk Analysis Plan								Date Prepared: 02/03/2017					
Risk ID	Risk Date	Risk Description	Probability Likelihood Frequency	Impact				Score	Risk Category	Risk Response	Risk Response Description	Risk Impact	Response Tracking
				Scope	Quality	Schedule	Cost						
1	01/26/2017	Leadership transition changes required by executive sponsors create changes in original plan	4			4		20	Organizational	Mitigate			
2	01/26/2017	Preordained budget cap cannot support required change	2				5	10	Project Management	Mitigate			
3	01/26/2017	Team combination leads to less technically rigorous solutions for project completion	3		2			6	Technical	Accept			
4	01/26/2017	Combination of teams and team building dynamics delay projects initially	3			3		9	Organizational	Accept			
5	01/27/2017	Other Company Units impact decisions on IT project outcomes or unit organization	4	2				8	External	Accept			
6	01/27/2017	Is IT staff too inexperienced or understaffed to accomplish IT project goals?	3		4			12	Technical	Accept			
7	01/27/2017	How will we get buy-in from business lead to continuing with agile methods while running the whole business?	4		3			12	Technical	Accept			

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8	01/27/2017	No buy-in from departmental leadership to standardize requirements and deliverables with the entire business unit in mind.	4	4				16	Organizational	Mitigate			
9	01/27/2017	Consolidation of three business leads into one business lead.	2			3		6	Organizational	Accept			
10	01/27/2017	How will we consolidate three teams into one team and still maintain the budget?	4				4	16	Organizational	Mitigate			
11	01/27/2017	How will we consolidate three steering committees into one?	4				4	16	Organizational	Mitigate			
12	01/27/2017	Organizational restructuring may cause chaos within the organization	2	4				8	Organizational	Accept			
13	01/27/2017	Lack of team motivation	5	1				5	Organizational	Accept			
14	01/27/2017	Does staff have the right expectation about the job at hand and have they received necessary training?	4	1				4	Organizational	Accept			
15	01/27/2017	Inefficient team structure reduces productivity (poor team dynamics)	5			1		5	Organizational	Accept			
16	01/27/2017	How will we consolidate project management team?	5		2			10	Project Management	Mitigate			
17	01/27/2017	Will the exiting executive sponsor have buy-in on his new position?	5	3				15	Resource	Mitigate			
18	01/27/2017	Training isn't available or is inadequate	4		3			12	Resource	Accept			
19	01/27/2017	Inability to secure sufficient resources for the project	3				3	9	Resource	Accept			

## Appendix B

### Probability and Impact Matrix

Directions: The 5 x 5 matrix is used in conjunction with a probability and impact matrix that defines each cell in the matrix. Using the blank template below, create your own table that includes rating level titles, definitions, and rating values in the two categories of “Impact” and “Probability.”

Impact / Severity of Consequences			Probability / Likelihood of Occurrence			
Severity Level	Definition	Value	Likelihood Level	Definition	Numeric Probability	Value
1	<b>Cost</b> – Minimal or no impact <b>Schedule</b> – Minimal or no impact <b>Technical</b> – Minimal or no impact	1-6	1	Not Likely	~ 10%	1-6
2	<b>Cost</b> – Cost increase or unit production cost increases of < 1% of cost/budget <b>Schedule</b> – Additional activities required, able to meet key dates. Slip of < 2 weeks <b>Technical</b> – Minor technical/supportability shortfall (no impact to key performance parameters, operational evaluation, or critical operational issues)	1-6	2	Low Likelihood	~ 30%	1-6
3	<b>Cost</b> – Cost increase or unit production cost increases of < 5% of cost/budget <b>Schedule</b> – Minor schedule slip, no impact to key milestones. Slip of < 1 months <b>Technical</b> – Moderate technical/supportability shortfall; limited impact to program	8-12	3	Likely	~ 50%	8-12

Impact / Severity of Consequences			Probability / Likelihood of Occurrence			
Severity Level	Definition	Value	Likelihood Level	Definition	Numeric Probability	Value
4	<p><b>Cost</b> – Cost increase or unit production cost increase of &lt; 10% of cost/budget</p> <p><b>Schedule</b> – Program critical path affected, all schedule float associated with key milestones exhausted. Slip of &lt; 2 months</p> <p><b>Technical</b> – Major technical/supportability shortfall; may jeopardize program success; workarounds may not be available</p>	15-25	4	Highly Likely	~ 70%	15-25
5	<p><b>Cost</b> – Exceeds agreed upon threshold amount &gt; 10% of cost/budget</p> <p><b>Schedule</b> – Cannot meet key program milestones. Slip of &gt; 3 months</p> <p><b>Technical</b> – Cannot meet key performance parameter or key technical/supportability threshold</p>	15-25	5	Near Certainly	~ 90%	15-25

Appendix C

5x5 Probability and Impact Matrix

Impact \ Probability	Impact				
	1	2	3	4	5
5	5 <b>(2,3)</b>	10 <b>(10)</b>	15 <b>(15)</b>	20 <b>(19)</b>	25
4	4 <b>(1)</b>	8 <b>(7)</b>	12 <b>(13,14)</b>	16 <b>(16,17,18)</b>	20
3	3	6 <b>(5)</b>	9 <b>(8,9)</b>	12 <b>(12)</b>	15
2	2	4	6 <b>(4)</b>	8 <b>(6)</b>	10 <b>(11)</b>
1	1	2	3	4	5





## Appendix D

### Risk Management Plan Approval

The undersigned acknowledge that they have reviewed the Consultant Group Risk Analysis Plan and agree with the information presented within this document. Changes to this Risk Management Plan will be coordinated with and approved by, the undersigned, or their designated representatives.

Signature:	<i>Michael Horne</i>	Date:	02/05/2017
Print Name:	Michael Horne		
Role	Project Manager		
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Signature:	<i>Matthew Hill</i>	Date:	02/05/2017
Print Name:	Matthew Hill		
Role	Configuration / Project Team		
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Signature:	<i>Shawn Hammond</i>	Date:	02/05/2017
Print Name:	Shawn Hammond		
Role	Project Team		
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Signature:	<i>Matthew Holtan</i>	Date:	02/05/2017
Print Name:	Matthew Holtan		
Role	Project Team		
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Signature:	<i>Khadija Hunt</i>	Date:	02/05/2017
Print Name:	Khadija Hunt		
Role	Project Team		
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