

Planning Process Group Artifacts

7.3 Determine Budget

7.3.1 Risk Register (Input)

PMGT 690, ERAU, Prof. Sherman

By: Matthew Holtan

7.3.1 Risk Register (Input): This risk register was taken from PMGT 613 and developed for the group project. The risk register should be reviewed to consider how to aggregate the risk response costs. This register should be reviewed and updated regularly.

Risk Register

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			
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			

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				Scope	Quality	Schedule	Cost						
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	Cost – Minimal or no impact Schedule – Minimal or no impact Technical – Minimal or no impact	1-6	1	Not Likely	~ 10%	1-6
2	Cost – Cost increase or unit production cost increases of < 1% of cost/budget Schedule – Additional activities required, able to meet key dates. Slip of < 2 weeks Technical – 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	Cost – Cost increase or unit production cost increases of < 5% of cost/budget Schedule – Minor schedule slip, no impact to key milestones. Slip of < 1 months Technical – 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>Cost – Cost increase or unit production cost increase of < 10% of cost/budget</p> <p>Schedule – Program critical path affected, all schedule float associated with key milestones exhausted. Slip of < 2 months</p> <p>Technical – Major technical/supportability shortfall; may jeopardize program success; workarounds may not be available</p>	15-25	4	Highly Likely	~ 70%	15-25
5	<p>Cost – Exceeds agreed upon threshold amount > 10% of cost/budget</p> <p>Schedule – Cannot meet key program milestones. Slip of > 3 months</p> <p>Technical – 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	1	2	3	4	5
5	5 (2,3)	10 (10)	15 (15)	20 (19)	25
4	4 (1)	8 (7)	12 (13,14)	16 (16,17,18)	20
3	3	6 (5)	9 (8,9)	12 (12)	15
2	2	4	6 (4)	8 (6)	10 (11)
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: Michael Horne Date: 02/05/2017
Print Name: Michael Horne
Role Project Manager

Signature: Matthew Hill Date: 02/05/2017
Print Name: Matthew Hill
Role Configuration / Project Team

Signature: Shawn Hammond Date: 02/05/2017
Print Name: Shawn Hammond
Role Project Team

Signature: Matthew Holtan Date: 02/05/2017
Print Name: Matthew Holtan
Role Project Team

Signature: Khadija Hunt Date: 02/05/2017
Print Name: Khadija Hunt
Role Project Team