**Risk Register**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Risk name:** | | | | | | | | | **Identification date:** | | | | | | | |
| **Risk Description (provide a short, high-level overview of the risk and why the risk is a potential issue):** | | | | | | | | | | | | | | | | |
| **Risk Category (tick the appropriate one √):** | | | | | | | | | | | | | | | | |
| Operations | |  | Budget | | | | | |  | | Schedule | | | | |  |
| Technology | |  | Information | | | | | |  | | Security | | | | |  |
| Delivery | |  | Governance | | | | | |  | | Project Plan | | | | |  |
| Fraud | |  | Contextual | | | | | |  | | Safeguarding | | | | |  |
| **Risk Likelihood (tick one √):** | | | | Not Likely | | |  | Likely | | | | |  | Very Likely | |  |
| **Risk Impact** | Very low | | Low | | | Medium | | | | | High | | | | Very High | |
| **Risk Response Plan:**  Include (i) a step-by-step solution on how to lessen the risk; (ii) a brief description of the intended outcome; and (iii) how the plan will affect the impact | | | | | | | | | | | | | | | | |
| **Risk Response Timeline:** | | | | | | | | | | | | | | | | |
| **Risk Priority (tick one √):**  Priority should take into account both the likelihood of the risk and the risk impact | | | | | | | | | | | | | | | | |
| 1 – Low | |  | 2 – Medium | | | | | |  | | 3 – High | | | | |  |
| **Risk Response Type (tick one √):** | | | | | Positive | | | | |  | | Negative | | | |  |
| **Risk Ownership:** | | | | | | | | | | | | | | | | |
| **Risk Status (tick one √):** | | | | Open | | |  | In Progress | | | | |  | Closed | |  |
| **Risk Trigger:**  Enumerate why the risk happened | | | | | | | | | | | | | | | | |