



Policy Supporting Document:	O-2.1.2
Policy Holder:	VP Administration

RISK ANALYSIS WORKSHEET

Organizational Unit or Project:	Date:
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Identify Risks

Key Risks * <small>(What can happen and what are the consequences if it did happen?)*</small>	Risk Category <small>(Source)</small>	Key Controls <small>(What are we doing now to manage the risk?)</small>

***Risk Statements:** Specify the source of a risk that hinders a specific objective. State cause + effect, with a joining word such as “causes,” “leads to,” “prevents,” “hinders,” etc.

Examples of Risk Statements:

1. Competing operating demands may lead to inability for units to complete processes on time.
2. A shift in government priorities may lead to a shift in project priorities.
3. Inappropriate initial identification of project scope may lead to unmanageable project or insufficient quality.
4. Other organizations may initiate a similar project in direct competition to our program, leading to a loss in demand.