



<b>Policy Supporting Document:</b>	<b>O-2.1.2</b>
<b>Policy Holder:</b>	<b>VP Administration</b>

## RISK ANALYSIS WORKSHEET

<b>Organizational Unit or Project:</b>	<b>Date:</b>
--	--------------

### Identify Risks

<b>Key Risks *</b> <small>(What can happen and what are the consequences if it did happen?)*</small>	<b>Risk Category</b> <small>(Source)</small>	<b>Key Controls</b> <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.