



[Project Name]

Project Risk Management Plan

Department:

Product or Process:

Document Owner:

Project or Organization Role:

Version	Date	Author	Change Description

Confidential

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Project Risk Management Plan Purpose

A Project Risk Management Plan is a controlling document that incorporates the goals, strategies, and methods for performing risk management on a project. The Project Risk Management Plan describes all aspects of the risk identification, estimation, evaluation, and control processes. The purpose of developing such a plan is to determine the approach for cost-effectively performing risk management on the project.

Stakeholder Roles and Responsibilities

Role	Risk Management Responsibility	Assignment
[Project Manager]	[The Project Manager is responsible for the Project Risk Management Plan being implemented and for reporting to the Project Sponsor and Management Group.]	[Name]

Risk Management Process and Activities

Risk Management Activity	Risk Management Task Description	Ownership (Participants)
[Risk Identification]	[Identify the techniques that are used to identify risk factors at the beginning of the project and on an ongoing basis. This may involve a formal risk assessment workshop, a brainstorming session, and interviews at the beginning of each major milestone phase.]	[Identify project team members and key stakeholders to be involved.]

Risk Management Plan Audit Log

Record Name	Responsibility	Approval Authority	Distribution
[Risk List]	[Risk Manager]	[Project Sponsor]	[Intranet team site]

Risk Assessment and Management Table

Risk Type	Risk and Description	Risk Chance	Risk Impact	Risk Priority	Risk Owner
[Project Management Risks]	[Inadequate project definition Stakeholders uncertain of project scope]	[Medium]	[Medium]	[Medium]	[Project Team Member]

Risk Management Plan Approvals

Prepared by:

Project Manager

Approved by:

Project Sponsor

Executive Sponsor

Client Sponsor
