

# **Project Implementation Risk Assessment Outline**

## **1. Executive Summary**

- Objective of assessment
- Summary of key risks identified
- Overall risk rating

## **2. Project Description**

- Project scope and objectives
- Key stakeholders
- Project timeline

## **3. Risk Assessment Approach**

- Assessment methodology
- Risk identification process
- Evaluation criteria

## **4. Identified Risks**

1. Strategic Risks
2. Operational Risks
3. Technical Risks
4. Financial Risks
5. Compliance Risks
6. Stakeholder & Change Management Risks

## **5. Risk Analysis**

- Likelihood and impact rating
- Risk matrix
- Key risk drivers

## **6. Mitigation Strategies**

- Proposed risk responses
- Responsible parties
- Timeline for mitigation actions

## **7. Monitoring & Reporting**

- Risk monitoring process
- Reporting frequency and stakeholders
- Escalation procedures

## **8. Appendices**

- Detailed risk register
- Assessment tools and templates
- Additional references