

### Qualitative Risk Assessment

**Project Information**

Project Name	Seward Passenger Dock - SAMPLE		
Project Owner	ARRC		
Project Description:	Design and Build a Passenger Dock. Demolish the existing dock and building. Maintain operations in the passenger Terminal during cruise season, and adjacent terminals year round.		
Project Base Cost Estimate, \$	<input type="text"/>	<i>Enter base cost estimate in \$</i>	
Risk Workshop Date	<input type="text"/>	<i>Enter date the risk assessment was last updated</i>	
Project Start Date	<input type="text"/>	<i>Enter start date</i>	
Project Completion Date	<input type="text"/>	<i>Enter completion date</i>	
Remaining Duration, weeks	<input type="text" value="0.0"/>	<i>Calculated based on workshop or start date and end date</i>	

SAMPLE

**Risk Updates**

Workshop	Date	Description	Participants

**Risk Scoring Criteria**

**Measures of Likelihood**

Each risk is assigned a Likelihood rating, ranging from Rare to Almost Certain. The definitions for each Likelihood rating are detailed below.

Score	Likelihood	Definition	Probability	
			Value Low	Value High
5	Almost Certain	Expected to occur in most circumstances	80.0%	100.0%
4	Likely	Will probably occur in most circumstances	60.0%	79.9%
3	Possible	Could occur at some time	40.0%	59.9%
2	Unlikely	Not expected to occur	20.0%	39.9%
1	Rare	Occurs in exceptional circumstances only	0.0%	19.9%

**Qualitative Measures of Impact**

Each risk is assigned an Impact rating, ranging from Insignificant to Severe. This table provides guidance on some criteria that may assist organizations assess the Impact of risks in various categories (e.g. success of objectives, environment and reputation). While criteria and categories may vary depending on the organization the application of these guidelines must be consistent.

Base Cost, \$	\$0	Remaining Schedule Duration, weeks	0.0
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Score	Impact	Definition	Percent of Project Base Cost		Percent of Project Base Schedule		Cost Value, \$		Schedule Value, weeks	
			Value Low	Value High	Value Low	Value High	Value Low	Value High	Value Low	Value High
5	Severe	Would stop achievement of program goals/ objectives	10.0%	100.0%	30.0%	100.0%	\$0	\$0,000+	0.0	0.0 +
4	Major	Some program objectives at risk, overall marginal effectiveness	5.0%	9.9%	25.0%	29.9%	\$0	\$0	0.0	0.0
3	Moderate	Necessitates significant adjustment to overall function	2.0%	3.9%	15.0%	24.9%	\$0	\$0	0.0	0.0
2	Minor	Would threaten an element of the function	0.8%	1.9%	10.0%	14.9%	\$0	\$0	0.0	0.0
1	Insignificant	Objectives achieved with minor shortfalls	0.0%	0.7%	0.0%	9.9%	\$0	\$0	0.0	0.0

**Risk Level**

The combination of Likelihood and Impact for each risk would produce an overall Risk Level from Low to Very High, defined as follows:

#	Risk Level	Definition
VH	Very High	Upward reporting and detailed action plan required
H	High	Detailed action plan required

S	Significant	Needs senior management attention
M	Medium	Specify management responsibility
L	Low	Manage by routine procedure

**Example Risk Map**

When displaying impact, likelihood and risk level, a risk map is a useful tool. On such a map, the prioritization or ranking of the risks is based on the analysis that was completed to determine the likelihood and impact of the identified risks. The risks are mapped into the following grid to determine the overall threat to the accomplishment of objectives.

IMPACT	Severe 5	Significant	High	High	Very High	Very High
	Major 4	Medium	Significant	High	High	Very High
	Moderate 3	Low	Medium	Significant	Significant	High
	Minor 2	Low	Low	Medium	Medium	Significant
	Insignificant 1	Low	Low	Low	Medium	Medium
		Rare 1	Unlikely 2	Possible 3	Likely 4	Almost certain 5
LIKELIHOOD						

Corresponding Risk Severity Scores

5	10	15	20	25
4	8	12	16	20
3	6	9	12	15
2	4	6	8	10
1	2	3	4	5

SAMPLE

