Basic Risk Assessment Template

**Project Information:**

* **Project Name: \_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Project Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Assessment Date: \_\_\_\_\_\_\_\_\_\_\_\_\_**

**Risk Evaluation:**

| **Risk** | **Potential Causes** | **Probability [Low/Medium/High]** | **Consequences** |
| --- | --- | --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ |
| \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ |
| \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ |
| \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Preventive Measures:**

* Measure: \_\_\_\_\_\_\_\_\_\_\_\_\_
* Action By: \_\_\_\_\_\_\_\_\_\_\_\_\_
* Completion Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

**Sign-off:**

* Assessor's Name: \_\_\_\_\_\_\_\_\_\_\_\_\_
* Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_
* Date: \_\_\_\_\_\_\_\_\_\_\_\_\_