

Risk Assessment & Mitigation Format

Profit Business Plan

1. Introduction

This document identifies key risks associated with the business plan and outlines mitigation strategies to manage and minimize potential impacts.

2. Risk Assessment Table

Risk Description	Likelihood (Low/Med/High)	Impact (Low/Med/High)	Mitigation Strategy	Owner
Market demand lower than projected	Medium	High	Conduct ongoing market analysis, diversify offerings, flexible business model	Marketing Lead
Insufficient cash flow	Medium	High	Regular cash flow monitoring, establish credit line, reduce fixed costs	Finance Manager
Key staff turnover	Low	Medium	Employee retention programs, cross-training, competitive compensation	HR Manager
Supply chain disruption	Medium	High	Develop multiple suppliers, maintain inventory buffer, regular supplier evaluation	Operations Manager
Regulatory changes	Low	Medium	Monitor legislative updates, adapt business practices, consult legal advisor	Compliance Officer
Reputation risk due to poor customer service	Low	High	Customer service training, implement quality control, establish feedback channels	Customer Service Lead

3. Monitoring & Review

- Risks and mitigation actions to be reviewed quarterly or upon significant changes in business operations.
- Responsible owners must update with progress or escalation needs.
- Continuous improvement based on monitoring results.

Important Notes:

- This document is a living record and should be updated regularly.
- Risk identification should involve input from all key stakeholders.
- Mitigation strategies should be practical, measurable, and assigned to responsible parties.
- Use this assessment to support informed decision-making for business growth and sustainability.
- Customization to the specific nature of your business is recommended.