

# Risk Assessment Summary

## Capital Project: [Project Name]

### Project Overview

**Project Sponsor:** [Name]

**Location:** [Location]

**Project Manager:** [Name]

**Prepared by:** [Name/Team]

**Date:** [Date]

**Description:** [Brief description of the project including scope, objectives and major deliverables]

### Risk Assessment Table

#	Risk Description	Likelihood (Low/Med/High)	Impact (Low/Med/High)	Mitigation Measures	Owner	Status
1	Delay in regulatory approvals	Medium	High	Early engagement with authorities	Project Manager	Ongoing
2	Budget overrun due to material cost fluctuation	High	High	Include contingency in budget; fixed price contracts	Finance Lead	Open
3	Shortage of skilled workforce	Low	Medium	Engage with staffing agencies	HR Manager	Mitigated
4	Unfavorable weather conditions	Medium	Medium	Plan for schedule buffer	Project Scheduler	Ongoing

### Overall Risk Evaluation

The project is assessed to have a moderate level of risk, with main concerns related to cost and regulatory approval. Most identified risks have mitigation strategies and responsible owners. Continual monitoring and periodic risk reviews are recommended.

#### Important Notes:

- This summary serves as a living document and should be updated as risks change or new risks emerge.
- Risk ownership and mitigation actions must be actively managed throughout the project lifecycle.
- The risk assessment should be reviewed and approved by the project governance body.
- All team members should be familiar with project risks and their responsibilities in mitigation.
- Documentation of risk management enhances transparency and facilitates informed decision making.