

Risk Assessment Summary Report

Project / Activity Details

Project Name	Sample Project Alpha
Assessment Date	2024-06-10
Assessor	Jane Doe, Risk Manager
Location	Main Facility, Floor 2

Risk Assessment Summary

Risk	Likelihood	Impact	Risk Level	Mitigation Actions	Responsible
Data Breach	Medium	High	High	Implement encryption and regular audits	IT Department
Power Outage	Low	Medium	Medium	Install UPS and schedule maintenance	Facilities Team
Equipment Failure	Medium	Medium	Medium	Routine inspection and replacement policy	Operations
Staff Injury	Low	High	Medium	Provide safety training and PPE	HR & Safety

Conclusion

The assessment identified key risks associated with the Sample Project Alpha. Appropriate mitigation actions have been recommended. Continued monitoring and periodic reviews are advised to ensure ongoing risk control.

Important Notes

- This summary report provides an overview; detailed analysis is documented separately.
- Risk ratings may change over time; periodic reassessment is essential.
- Risk mitigation actions should be tracked and reviewed for effectiveness.
- Ensure all stakeholders are informed and aware of assigned responsibilities.
- This document should be stored securely and shared only with authorized personnel.