Program Risk Management Plan

Enhance Your Program Management with PMI Standard Templates

Welcome to the Program Management Templates designed according to **PMI's Standard for Program Management - Fifth Edition (2024)**. These templates are invaluable tools for professionals preparing for **PgMP Certification** on [**Knowledge Map**](https://knowledgemap.pm) (https://knowledgemap.pm). By completing these templates for your real programs, you seamlessly blend real-world experience with PMI program management concepts, ensuring a comprehensive understanding and practical application.

Explore the full range of templates to streamline your program management processes and elevate your expertise. Available Templates:

* Program Business Case
* Program Charter
* Program Management Plan
* Program Risk Register
* Program Benefits Register
* Benefits Management Plan
* Stakeholder Register
* Stakeholder Engagement Plan
* Program Governance Plan
* Program Change Request
* Resource Management Plan
* Risk Management Plan
* Schedule Management Plan
* Scope Management Plan
* Program Performance Report
* Change Log
* Change Management Plan
* Communications Management Plan
* Financial Management Plan
* Information Management Plan
* Lessons Learned Register
* Procurement Management Plan
* Quality Management Plan
* Final Program Report

To access and benefit from these templates, visit: [KnowledgeMap.pm/Certifications/PgMP](https://knowledgemap.pm/certifications/pgmp)

Utilize these structured, professional templates to ensure your program's success and to boost your readiness for PgMP certification.

Risk Management Plan Template

**Risk Management Plan** is a component of the project, program, or portfolio management plan that describes how risk management activities will be structured and performed.

Throughout program delivery, the program manager needs to update the risk register and manage program risks to provide for benefits delivery. The program risk manager is responsible for ensuring implementation of risk management across all component projects, and reports to the program manager.

Risk monitoring is also conducted to determine whether:

* Program assumptions are still valid,
* Effective program risk management also requires coordination with component risk management functions,
* Effective crisis management is in place, and
* Unknown-unknowns, known-unknowns, and other ill-defined risks may materialize.

To respond to risks, the program manager identifies and directs actions to mitigate the negative consequences to enable realization of potential benefits and enhance opportunities. The program manager may hold management or contingency reserves at the program level to support risk responses. The program contingency reserve is not a substitute for the component contingency reserve, which is held at the component or portfolio level.

PROGRAM INITIAL RISK ASSESSMENT

A program risk is an uncertain event or series of events or conditions that, if they occur, may affect the success of the program. Positive risks are often referred to as opportunities and negative risks as threats. These risks arise from the program components and their interactions with one another, such as a change in strategy; presence and enhancement of program complexity that affects governance; stakeholder engagement; delivery of program benefits; the rise of technical, structural, temporal, or managerial complexity; schedule; or cost constraints.

Two aspects of risk should be assessed during program definition. First, an identification of the key risks that the program may encounter, and their relative likelihood and impact, should be developed as an input to the program business case and the program charter. Second, an assessment of the organization’s willingness to accept and deal with risks—sometimes referred to as its risk appetite—is essential to understanding the level of effort that may be required to monitor and assess risks during program delivery.

The output of this activity is the program initial risk assessment, which is an input to the program business case, program initial cost estimate, program charter, program roadmap, and program risk management planning during program planning.

PROGRAM RISK RESPONSE STRATEGY

A program risk response strategy combines the elements of the risk thresholds and initial risk assessment into a plan for how risks will be managed throughout the life of the program. For each identified risk, the risk thresholds can be used to identify the specific response strategy based on a number of rating criteria.

A robust program risk management strategy comprises a specific risk response strategy for each of the risk rating levels that have been developed to reflect the program’s risk thresholds.

Once established, the program risk management strategy drives consistency and effectiveness in program risk management activities throughout the program as part of program integration and supporting activities. In addition, the established program risk management strategy enables the program to communicate and manage risks consistently throughout the course of the program performance as part of the governance framework.

PROGRAM RISK MANAGEMENT PLANNING

Program risk management planning identifies how to approach and conduct risk management activities for a program by considering its components. The principles for risk management should be applied as outlined in The Standard for Risk Management in Portfolios, Programs, and Projects.

The **Risk Management Plan** is a component of the program management plan that describes how risk management activities should be structured and performed.

Planning risk management activities provides that the level, type, and visibility of risk management are appropriate, based on the risks and importance of the program to the organization.

It identifies the resources and time required for risk management activities. In addition, it establishes an agreed-upon basis for evaluating risks.

The program risk management planning activity should be conducted early in the program definition phase. It is crucial for the successful performance of other activities described in this section.

It may also need to be repeated whenever major changes occur in the program. A key outcome of this activity is the program risk register, which is the document in which risks are recorded together with the results of risk analysis and risk response planning. The program risk register is a living document that is updated as program risks and risk responses change during program delivery.

It is essential to define risk profiles of organizations to construct the most suitable approach to managing program risks, adjusting risk sensitivity, and monitoring risk criticality. Risk targets and risk thresholds influence the program management plan. Risk profiles may be expressed in policy statements or revealed in actions. These actions may highlight organizational willingness to embrace high-threat situations or a reluctance to forgo high-opportunity choices. Market factors that apply to the program and its components should be included as environmental factors. The culture of the organization and its stakeholders also plays a role in shaping the approach to risk management.

Organizations may have predefined approaches to risk management such as risk categories, risk breakdown structures, common definitions of concepts and terms, risk statement formats, standard templates, roles and responsibilities, and authority levels for decision-making. Lessons learned from executing similar programs in the past are also critical assets to be reviewed as a component of establishing an effective **Risk Management Plan**.

The outcomes from this activity include the **Program Risk Management Plan** and the program risk register.

# Risk Management Objectives

This section defines the goals of risk management activities, ensuring risks are effectively identified, analyzed, and mitigated to achieve program benefits:

* What are the key goals for managing program risks?
* How will these objectives support the overall program strategy?

**Objectives:**

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Risk Management Roles and Responsibilities

Identify the roles and responsibilities related to risk management, including program manager, program risk manager, and other key stakeholders:

* Who is responsible for managing program risks?
* What are the specific responsibilities of each role?

**Roles and Responsibilities:**

- Program Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Program Risk Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Other Stakeholders: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Risk Identification

This section describes how risks will be identified throughout the program, including tools and techniques to be used:

* What methods will be used to identify risks?
* Who will be involved in the risk identification process?

**Risk Identification:**

- Methods: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Participants: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Risk Assessment

Explain the process for assessing the identified risks, including likelihood, impact, and prioritization:

* How will risks be assessed for likelihood and impact?
* What criteria will be used to prioritize risks?

**Risk Assessment:**

- Likelihood Assessment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Impact Assessment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Prioritization Criteria: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Risk Response Planning

Outline the strategies for responding to identified risks, including mitigation, acceptance, transfer, and avoidance:

* What are the possible risk response strategies?
* How will risk response plans be developed and implemented?

**Risk Response Planning:**

- Mitigation Strategies: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Acceptance Strategies: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Transfer Strategies: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Avoidance Strategies: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Risk Monitoring and Control

Describe the processes for monitoring and controlling risks throughout the program, including the use of the risk register and regular risk reviews:

* How will risks be monitored and controlled?
* What metrics will be used to track risk management performance?

**Risk Monitoring and Control:**

- Monitoring Methods: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Control Metrics: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Risk Register

Explain the use and maintenance of the risk register, including how risks are recorded, updated, and reviewed:

* How will the risk register be maintained and updated?
* Who will be responsible for reviewing and updating the risk register?

**Risk Register:**

- Maintenance Process: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Review Responsibility: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Risk Communication

Detail the methods and frequency of risk communication to stakeholders, ensuring transparency and timely information sharing:

* How will risk information be communicated to stakeholders?
* What are the frequency and methods of risk communication?

**Risk Communication:**

- Communication Methods: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Communication Frequency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Risk Management Tools and Techniques

Identify the tools and techniques that will be used to manage program risks effectively:

* What tools and techniques will be used for risk management?
* How will these tools be integrated into the risk management process?

**Risk Management Tools and Techniques:**

- Tools: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Techniques: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_