

# Risk Assessment Worksheet

**Instructions:** Begin by brainstorming the risks your business faces and write them down under the corresponding category of risk below. Next, determine the likelihood and consequences for each risk. As you assess the risk level, write down the points for each risk you've written down. Once you've finished assessing each risk and have written down the risk points for all risks, complete your prioritized list of risks. Develop a plan to mitigate each risk, prioritizing the risks with the highest point level first.

		Risk Matrix				
		Potential Consequence				
		Negligible	Minor	Moderate	Major	Catastrophic
Likelihood	Almost Certain	Moderate Risk 5 points	High Risk 10 points	Extreme Risk 15 points	Extreme Risk 20 points	Extreme Risk 25 points
	Likely	Moderate Risk 4 points	High Risk 8 points	High Risk 12 points	Extreme Risk 16 points	Extreme Risk 20 points
	Possible	Low Risk 3 points	Moderate Risk 6 points	High Risk 9 points	High Risk 12 points	Extreme Risk 15 points
	Unlikely	Low Risk 2 points	Moderate Risk 4 points	Moderate Risk 6 points	High Risk 8 points	High Risk 10 points
	Rare	Low Risk 1 point	Low Risk 2 points	Low Risk 3 points	Moderate Risk 4 points	Moderate Risk 5 points

**Strategic Risks:** *Risks associated with failed business decisions*

Risk	Likelihood	Potential Consequence	Points

**Operational Risks:** *Risks associated with breakdowns in internal processes/procedures*

Risk	Likelihood	Potential Consequence	Points

**Financial Risks:** *Risks associated with financial loss*

Risk	Likelihood	Potential Consequence	Points

**External Risks:** *Risk associated with uncontrollable, non-human sources. (ex. extreme weather)*

Risk	Likelihood	Potential Consequence	Points

**Prioritized List of Risks** – *List your risks based on the points associated with each risk so that the risks with the highest points are at the top of the list.*

Risk	Points
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	
21.	
22.	
23.	
24.	
25.	

**Risk Mitigation Plan:** Write a plan for each risk that will best mitigate the situation should it occur.

<b>Risk #1:</b>		<b>Points:</b>
<b>Mitigation Plan:</b>		

<b>Risk #2:</b>		<b>Points:</b>
<b>Mitigation Plan:</b>		

<b>Risk #3:</b>		<b>Points:</b>
<b>Mitigation Plan:</b>		

<b>Risk #4:</b>		<b>Points:</b>
<b>Mitigation Plan:</b>		

<b>Risk #5:</b>		<b>Points:</b>	
<b>Mitigation Plan:</b>			

<b>Risk #6:</b>		<b>Points:</b>	
<b>Mitigation Plan:</b>			

<b>Risk #7:</b>		<b>Points:</b>	
<b>Mitigation Plan:</b>			

<b>Risk #8:</b>		<b>Points:</b>	
<b>Mitigation Plan:</b>			

<b>Risk #9:</b>		<b>Points:</b>	
<b>Mitigation Plan:</b>			

<b>Risk #10:</b>		<b>Points:</b>	
<b>Mitigation Plan:</b>			

<b>Risk #11:</b>		<b>Points:</b>	
<b>Mitigation Plan:</b>			

<b>Risk #12:</b>		<b>Points:</b>	
<b>Mitigation Plan:</b>			

<b>Risk #13:</b>		<b>Points:</b>	
<b>Mitigation Plan:</b>			

<b>Risk #14:</b>		<b>Points:</b>	
<b>Mitigation Plan:</b>			

<b>Risk #15:</b>		<b>Points:</b>	
<b>Mitigation Plan:</b>			

<b>Risk #16:</b>		<b>Points:</b>	
<b>Mitigation Plan:</b>			