

Risk Management Checklist

Check	Risk Type	Risk Area	Description
<input type="checkbox"/>	Resource Risks	Organization	Are project resources sufficient? (Management, QA, Test, SME's)
<input type="checkbox"/>			Does the organization have experience with projects of this size?
<input type="checkbox"/>			Does the organization have well-defined software standards, configuration management?
<input type="checkbox"/>		Financial	Have critical stakeholders committed to the financial aspects of the project? Are there contingency reserves?
<input type="checkbox"/>			Has sufficient funding been allocated for education and training?
<input type="checkbox"/>			Are project costs assessed accurately?
<input type="checkbox"/>		People	Are project staffing levels accurate?
<input type="checkbox"/>			Has a project training plan been generated, and is there funding allocated for it?
<input type="checkbox"/>			Are there known contentions between project staff?
<input type="checkbox"/>			Consider project staff attitudes toward change.
<input type="checkbox"/>		Time	Is the project schedule realistic?
<input type="checkbox"/>			If the project has multiple phases, has time been allocated to re-evaluate milestones and project metrics before entering the next phase? IE, if one area of phase one is not complete, how will it affect phase two?
<input type="checkbox"/>		Is the planned delivery date critical? IE, how would a slippage affect critical business periods? EX: Seasonal sales, Year End Close	
<input type="checkbox"/>	Business Risk	Market Risk	Is there risk of impacting the corporate market if the project is not completed on time, or has specific inadequacies?
<input type="checkbox"/>		Financial	Are project stakeholders sufficiently highly placed to ensure project finances?
<input type="checkbox"/>		Return on Investment	Compare the project projected value to the projected project cost. Are estimates reasonable?
<input type="checkbox"/>		Critical Supply	Have critical suppliers agreed to comply with the project schedule? I.E. Acquisition or upgrade of computer systems, network infrastructure, or other physical resources.
<input type="checkbox"/>	Technical Risks	Scope	Has project scope been reasonably defined? (Have appropriate SMES been consulted?)
<input type="checkbox"/>			Has project success been defined? Can it be measured?
<input type="checkbox"/>			Are project requirements well defined and understood by staff? If the project includes requirement elicitation, are there sufficient resources allocated?
<input type="checkbox"/>			Consider "scope creep". Is there a reasonable plan to control scope?
<input type="checkbox"/>			Has sufficient project development time been allocated to deal with unknown challenges? (Unanticipated customizations, additional interfaces, additional application integration)
<input type="checkbox"/>		Technology	Is this known technology? For R12 implementations, do project leads have experience with R12? Is outside support available, if needed?
<input type="checkbox"/>			Have system, application, concurrent user levels been accurately assessed? Are they over-optimistic?
<input type="checkbox"/>			How complex are the technical risks to the project? (Level and type of existing customizations. Is the present version "vanilla" Oracle Applications, or highly customized?)
<input type="checkbox"/>		External Dependency	Does the project depend on parallel project completion?