

Risk Register

BAHub — BusinessAnalysis.hopto.org

Format: Excel Spreadsheet (.xlsx) | [Preview](#)

Columns / Sheets Included:

- Risk ID | Description | Category (Technical/Business/External/Resource)
- Probability (1-5) | Impact (1-5)
- Risk Score (=Probability × Impact formula)
- Risk Level (Low/Medium/High/Critical — auto-derived)
- Conditional formatting: colour by risk level
- Mitigation Strategy | Contingency Plan
- Owner | Status (Open/Mitigating/Closed)
- Date Identified | Review Date
- GUIDANCE sheet: scoring methodology + workshop tips
- 5 pre-filled example rows