Risk Identification Worksheet

Name:please enter your name/s hereDepartment:please enter your department here

1. Instructions

Example: What happens right before the risk occurs? If an Admissions counselor is worried about meeting enrollment numbers, then the question becomes what is the event that happens right before this risk occurs? The answer is probably, "not enough yield." So yield, is the actual risk. When you are trying to identify a risk, remember that a risk is the event that can still be mitigated.

(a) Ask yourself what keep you up at night and worries you (Section 2)

(b) Confirm that this risk can still be mitigated and that it's the event right before the risk occurs (Section 2)

(c) Indicate the potential timing of the risk (Section 3)

(d) Indicate which Risk Type/s is potentially impacted (Section 4) by your risk (please see Risk Type definitions tab)

2. Risk Identification	3. Timing (select	4. Risk Type							
	from drop down menu within cell)	Strategic	Reputational	Operational	Compliance	Reporting	Safety	Financial	Human Resources
Example: Not enough yield in Admissions		X	X					X	
Risk 1:									
Risk 2:									
Risk 3:									
Risk 4:									
Risk 5:									