

Appendix 8: Sample Risk log

Project name: <Enter project name>

Date: <enter date of last changes>

Owner: <enter name of the person who administers this document>

#	Description of risk	Priority	Measure	Status
1.	Enter a brief description of the perceived risk	1= high 3= low	Describe the measures that were taken	ok

Priority	Status
1 = take immediate action	OK = Risk has been resolved.
2 = take action later	open = awaiting action
3 = take no action	