# Risk Management Post Project Review Checklist

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| Risk Management Completion Checklist |
| Project Name |  |
| Prepared By |  |
| Date |  |

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| ID | Yes/No | Items to be considered |
| 1 |  | Was it identified in the Project Plan when the effectiveness of a risk management process would be evaluated? (phase completion, periodically, project completed or terminated) |
| 2 |  | Were review session(s) organized with appropriate people invited to attend? |
| 3 |  | Were the results of the risk management activities reviewed? The results should have included at least the following:* Risks that were detected initially and successfully handled
* Risks that were detected during the project, but not identified at the start
* Problems that arose during the project, but were not detected as risks at any point
* Cost and effort of the risk management activities
* Cost and effort of risk mitigation activities
* Cost and effort of contingency plans that were implemented
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| 4 |  | Did the review session identify any implementation problems from the participants? |
| 5 |  | Were any lessons for future risk management processes identified? Items of interest should have included:* Mitigation activities that were effective
* Contingency actions that were successful
* Changes to the ineffective mitigation activities
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| 6 |  | Were changes identified to risk factors for use in the future? Items of interest should have included:* New factors to include in the appropriate risk factor table
* Factors that can be removed from the table
* Changes in the cues provided in the chart for high, medium, and low risks
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| 7 |  | Were the results of the analysis incorporated into risk factor tables and the risk management process? |
| 8 |  | Were the results of the analysis disseminated to other projects that were using the risk management process at that time? |
| 9 |  | Other? |