



Risk Register Template

Tate Hope Collins

Complete

Score	0%	Failed items	0	Actions	0
Company					
Archers & Miles Publishing House					
Date Created					1 Mar 2022
Created By					Tate Hope Collins

Risk Register

Risk

Risk 1

Reference ID

#212580 Insufficient number of editors

Risk Description

There are not enough editors to keep up with the incoming volume of book drafts to be reviewed. Most of them are already overscheduled and with how things are going, this can go on until the next quarter. If not addressed, this can result to delays in operation.

Risk Owner

Dean Frank Holder

Risk Category

Schedule

Risk Probability (likeliness)

Very Likely

Risk Analysis (impact)

Medium

Risk Mitigation (response)

Hire atleast two additional editors within the next month to address this and to prevent operational delays.

Risk Priority

High

Risk Status

In progress

Completion

Notes

Closed date

Last update

Signature

A rectangular box containing a handwritten signature in cursive script that reads "Tate Hope Collins". The signature is written in black ink on a light-colored background.

Tate Hope Collins
4 Mar 2022 16:33 PST