

What's the Situation?

Decision	When does it need to be made?	Why this timeframe?	Desired outcomes?

What's the Risk/Opportunity?

Safety?	Quality?	Cost?	Time?	Relationships?

Risk/Opportunity column titles are examples of company values/priorities that one may need to consider. Replace with your company priorities/values.

Managing Risk

Consequence / Impact	Major	Considerable Management Required	Must Manage & Monitor Risk	Extensive Management Essential
	Moderate	Accept With Monitoring	Management Effort Worthwhile	Management Effort Required
	Minor	Accept Risk	Accept With Monitoring	Management Monitor Risk
		Low	Medium	High
		Likelihood / Probability		

Risk: _____

Consequence / Impact	Major			
	Moderate			
	Minor			
		Low	Medium	High
		Likelihood / Probability		

Assessing Opportunities

Impact / Reward	HI	1 Quick Wins / Low Hanging Fruit	2 Larger Projects Worth the Work	3 Major Projects Worth the Work
	MED	2 Worth strong Consideration	3 Worth Strong Consideration	Further Assessment of Cost/Benefit
	LO	3 Fill in Jobs / Quick Wins	Probably Not Worth the Effort...	5 Thankless Tasks
		LO	MED	HI

Effort / Cost

Opportunity: _____

Impact / Reward	Major			
	Moderate			
	Minor			
		Low	Medium	High

Effort / Cost