# Risk Plan

Multicultural Infrastructure and Security Program (MISP)

The purpose of completing the Risk Plan is to demonstrate your organisation has identified, understands, and can plan for any risks that may impact the delivery of your project.

DPC understands that there are always risks involved in any infrastructure project, especially larger projects. With infrastructure projects, risks often lead to delays in the delivery and completion of projects. Common sources of project risks are:

* availability of contractors and materials
* unexpected project technical issues
* cost overrun or unforeseen additional costs
* internal or external stakeholder problems
* weather / environmental issues.

You need to:

* identify risks that may occur during your project
* determine the likelihood of the risks occurring (likely or unlikely)
* determine the impact the risks will have on your project if they occur (low, medium, or high)
* outline actions to manage and minimise the risks identified
* nominate a person responsible for managing the risk.

Please complete risks 1-4 in the Risk Plan and add any additional risks you have identified with your project.

For more information on what details to include in this template, see the **Mandatory documents** section of the [2025-26 MSIP guidelines](https://www.vic.gov.au/2025-26-multicultural-infrastructure-and-security-program).

## EXAMPLE:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Risk**  (Clearly state the risk identified) | **Likelihood**  (Likely / Unlikely) | **Impact**  (High, Medium, Low) | **Actions**  (Actions the organisation will undertake to minimise the risk and control any risks that do occur) | **Responsibility**  (The organisation members responsible for managing the risk) |
| Unexpected technical issue on site | Likely | Low | The organisation will:   1. Nominate at least two points of contact for the contractors. 2. Give the project contacts the authority to manage and resolved unexpected technical issues. 3. Received regular updates from the contractor to stay informed on the any issues. | Project contact – Mr. James Victoria  Second nominated contact – Ms Jenny Melbourne |

## Risk plan:

|  |  |  |  |
| --- | --- | --- | --- |
| **Organisation name:** |  | **Contact person name:** |  |
| **Project title:** |  | **Contact email address:** |  |

**You must complete the likelihood, impact, actions and responsibility for risks 1-4. Please add any additional risks you have identified with your project.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Risk**  (Clearly state the risk identified) | **Likelihood**  (Likely / Unlikely) | **Impact**  (High, Medium, Low) | **Actions**  (Actions the organisation will undertake to minimise the risk and control any risks that do occur) | **Responsibility**  (The organisation members responsible for managing the risk) |
| Risk 1:  Project experiences delays or cost increases. |  |  |  |  |
| Risk 2:  Organisation has issue with access to the required contractors or materials to complete the project. |  |  |  |  |
| Risk 3:  The project manager (organisation member) is not able to continue managing the project. |  |  |  |  |
| Risk 4:  An injury or accident occurs on site. |  |  |  |  |
| Risk 5: |  |  |  |  |
| Risk 6: |  |  |  |  |