Risk Assessment Standard Operating Policy Form

Policy Title:

Enter Policy Title

Policy Number:

Enter Policy Number

Effective Date:

Next Review Date:

Approved By:

Enter Approver Name

1. Purpose

State the purpose of this policy

2. Scope

Define the scope of the policy

3. Responsibilities

List responsible positions or departments

4. Risk Assessment Criteria

Describe how risks are identified, analyzed, and evaluated

5. Procedure

Detail the step-by-step risk assessment process

6. Risk Assessment Register

Risk Description	Likelihood	Impact	Current Controls	Risk Rating	Mitigation Actions	Responsible Person	Review Date
Describe	e.g. Low	e.g. Low	Brief cor	e.g. Low	Action	Name	

7. Monitoring and Review

Describe how the policy and risks will be monitored and reviewed

8. References

List supporting documents, standards, or legislations

9. Version Control

Version	Date	Description of Change	Author
e.g. 1.0		Describe change	Name