Procurement Risk Assessment Matrix

| **Risk** (see note 1) | **Consequences** (see note 2) | **Likelihood of Occurrence** (see note 3) | **Impact should Risk Occur** (see note 4) | **Project Sensitivity to Risk** (see note 5) | **Proposed Solutions** (see note 6) |
| --- | --- | --- | --- | --- | --- |
| PRA1: Do we know that we can procure what the project needs for its successful delivery? |
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| PRA2: Do we know how to procure what the project needs for its successful delivery? |
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| PRA3: Do we have the capacity (resources plus ability) to procure what the project needs for its successful delivery? |
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Note 1: Describe the nature of the risk as fully and as accurately as possible. In doing so try to answer the relevant question as directly as possible.

Note 2: Predict the major consequences of the risk occurring. Consider whether the risk might: a) cause delays in project delivery; and/or b) result in unforeseen costs; and/or c) result in the procurement of goods or services that do not meet requisite quality standards; and/or d) damage UNDP’s reputation with development partners.

Note 3: Assess whether the likelihood of occurrence is “High”, “Medium”, or “Low”.

Note 4: Assess what the impact on project delivery would be if the risk occurs, to be categorized as “High”, “Medium”, or “Low”.

Note 5: Taking into consideration the nature of the risk and its consequences, as well as the likelihood of the risk occurring and its impact if it does, assess how sensitive successful delivery of this project is to this identified risk, to be categorized as “High”, “Medium”, or “Low”.

Note 6: Outline the measures that should be taken to reduce the likelihood of the risk occurring and/or reduce the impact of the risk if it does occur.