Alpha
Consulting Engineers Pte Ltd

QUALITY RISK ASSESSMENT FORM

Section: S3 – Documentation of Project Quality Plan	Conducted By: CLM	Review Date: ***30 October 2023***
Dept. Engineering	Approved By: YYF	Next Review Date: ***30 October 2026***

Score	**1**	**2**	**3**	**4**	**5**
Severity (S)	Negligible	Marginal	Moderate	Critical	Catastrophic
Likelihood (L)	Rare	Unlikely	Possible	Likely	Almost Certain

Total Score	**1 - 2**	**3 - 4**	**5 - 15**	**16 - 25**
Risk Level (RL)	Minimal Risk	Low Risk	Medium Risk	High Risk
Action	Maintain Existing Risk Control Measure		Monitor Risk Control Measure	Need Additional Risk Control Measure

Risk Identification				Risk Evaluation				Risk Re-Evaluation				Responsibility
No.	Activity	Potential Failure	Effect	Existing Risk Control	S	L	RL = S x L	Additional Risk Control Measures (RL > 15)	S	L	RL = S x L	Designation
1	Preparation of Project Quality Plan	Failure to prepare the Project Quality Plan within the stipulated time frame	Unable to trace the records of the project information	To conduct meeting at 3 months interval to go through the PQP to ensure that it is updated.	4	3	12					Project Manager
2	Updating of Project Quality Plan	Failure to update the Project Quality Plan	Records are not updated and may result in non-compliance	To conduct meeting at 3 months interval to go through the PQP to ensure that it is updated.	4	3	12					Project Manager