## 252025 Workplace Project

#### Monitor, assess and manage risk

#### SO2, 3 &4

#### EEK2,3 &4

#### CCFO1 - 8

**Learner needs to provide the following:**

All the required evidence as per the Practical Activity instructions with supporting workplace evidence

Should a Practical Observation be used as part of the assessment process, then the facilitator and/or supervisor needs to have observed the learner performing the required tasks and then complete and sign off the practical observation checklist.

**Assessor**: Complete the Assessment Record and the Final Assessment Recording documents in the Assessor Assessment Feedback Document to record your findings

**The learner would have completed the Practical Activity in his/her workplace, providing evidence required from his/her workplace, as indicated in the following checklist:**

### Project 1

**Monitor, assess and manage risks in your business unit**

| **Practical Activity 1** | **SubmittedYes/No** | **Comments** |
| --- | --- | --- |
| 1. Create a short report in which you refer to the following as it relates to the critical business process that you need manage the risk of:
* establish the context – describe the critical process that is performed in your business unit
* identify the risks (at least 2) – as it relates to this critical process
* analyse the risks – refer to the consequences if the risk is not managed and the likelihood of the risk occurring
* evaluate the risks by establishing the severity of the risks
* treat the risks – submit your contingency plan for managing these 2 risks
* monitor and review – summarise how these 2 risks will be monitored and how you will review the effectiveness of treatments and strategies that have been set up to manage risk
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| **Assessor Signature** |  | **Date** |  |
| **Moderator Signature** |  | **Date** |  |

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| Logbook 252025 |
| **Date** | **Assignment No** | **Start** | **Finish** | **Total Hours** |
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