

Operational Risk Assessment

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Operational Risk Assessment for [Project Name]

Dear [Recipient's Name],

As part of our project management framework, we have conducted an operational risk assessment for the [Project Name]. This assessment aims to identify potential risks that could impact the project's success and to implement appropriate mitigation strategies.

Identified Risks

- Risk 1: [Description]
- Risk 2: [Description]
- Risk 3: [Description]

Mitigation Strategies

- Mitigation 1: [Description]
- Mitigation 2: [Description]
- Mitigation 3: [Description]

We will continue to monitor these risks throughout the project lifecycle. Please feel free to reach out if you have any questions or require further information.

Thank you for your attention.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]