ANNEX C – Risk Analysis Example Template

Using this template: An **analysis of any risks of cluster transition and deactivation** should be conducted as part of cluster transition planning. Please note that this is different from a risk analysis that might be conducted to inform emergency preparedness planning. Additional guidance can be found in **IASC,** Guidance on Cluster Transition and Deactivation, Annex A.3 Conducting risk analysis.

A risk analysis is a way of identifying and analysing potential issues that could negatively affect the success of an initiative. It should include the identification of ways to minimize or mitigate risks.

<u>Risk</u> = <u>likelihood</u> of the event to occur X <u>severity</u> of the <u>impact</u>

A risk analysis for cluster transition and deactivation must consider humanitarian principles. It must also include any **protection risks** for affected people that may occur or be exacerbated due to cluster transition or deactivation. A risk analysis should be straightforward, and operational. It should be conducted as part of the transition planning process and updated during the transition period as needed.

This template provides an example of how a simple written risk analysis can be structured. However, the most important aspect is the action taken once risks are identified:

- ✅ **Mitigation activities should be included in the transition workplan, and in the workplan of any entity continuing coordination functions.**

- ✅ **Risks, and their reduction through mitigation activities, should be included in transition benchmarks, as relevant.**

- ✅ **Risks should be monitored (included in the transition monitoring plan, identifying who is responsible for monitoring, and how), and the risk analysis updated as needed.**

If scenario planning is conducted as part of transition planning, then a risk analysis can be conducted for each scenario.

Risk	*Identify and list risks that may occur.*	…	…
Likelihood	High / medium / low *Identify likelihood of the risk occurring.*		
Impact	High / medium / low *Identify level of impact.*		
Mitigation measures	*Identify ways that the likelihood of the risk could be reduced, or its impact weakened.* *Identify any resources needed for mitigation activities.*		
Monitoring	*Define how the risk will be monitored. Include who is responsible, how often monitoring will happen, and if resources are needed.*		
Acceptable risk level?	Yes / No *Identify if this is an acceptable level of risk.*		

References: Global Protection Cluster, Protection Risk Analysis Matrix - Template HRP 2022 (2021)