**Proposal to Management Team for the inclusion of a risk on the** [insert name of service] **Risk Register**

|  |  |
| --- | --- |
| Name of Management Team member proposing the risk |  |
| Date: |  |
| Description of risk being proposed  |
| Rationale for the proposal[Provide a description of the background to the risk and why you consider it should be considered for inclusion on the Corporate Register] |
| Basis for inclusion on register [tick one] |
| 1. It is a risk that requires substantial cross [insert name of service] collaboration to mitigate
 |  |
| 1. It is a significant risk which requires the direct oversight of the Management Team to ensure their mitigation
 |  |
| 1. Other [please state]
 |  |
| Please return this form to the Manager [Risk Owner] on email addresses [here]  |  |

|  |  |
| --- | --- |
| **For Risk Lead Office Use Only** |  |
| Date Proposal Received  |  |
| Further information Required | Y/N |
| Date for consideration at Management Team |  |
| Accepted for Risk Assessment  | Y/N |
| If no, what is plan for further management? |  |
| If yes, name of Risk Co-ordinator responsible for Risk Assessment[[1]](#footnote-1) |  |

1. When the risk assessment is completed and considered by the Management team the nominated Risk Co-ordinator may change depending on the outcome of the risk assessment process. [↑](#footnote-ref-1)