

## DATA ITEM DESCRIPTION

### Title: Risk Management Status Report

**Number:** DI-MGMT-81809

**AMSC Number:** N9132

**DTIC Applicable:** N/A

**Preparing Activity:** SH/PMS-408

**Applicable Forms:** N/A

**Approval Date:** 20100426

**Limitation:** N/A

**GIDEP Applicable:** N/A

**Use/relationship:** The Contractor's Risk Management Status Report will be used to document the contractor's progress for: risk identification; risk mitigation planning; risk management plan implementation; and risk tracking. This data will allow management to make informed decisions.

This Data Item Description (DID) contains the format, content, and preparation instructions for the data product resulting from the work task specified in the contract.

### Requirements:

1. Format. The Risk Management Report shall be in contractor's format.
2. Content. The report shall contain a title page identifying the following:
  - a. Contractor's Name
  - b. Contract Number and Dates of Award (including the latest modification)
  - c. All dates inclusive to the tasks for the reporting period.
- 2.1. The report shall contain the contractor's progress in risk identification, analysis, implementation of mitigation, and tracking.
- 2.2. The report shall identify efforts made in assessing the current consequence of the identified performance (P), schedule (S), and cost (C) risks on the program, and shall contain a projection of the risk mitigation implementation.
- 2.3. The report shall contain a five (5) by five (5) matrix to identify risks to Performance (P), Schedule (S), and Cost (C). A vertical axis shall indicate the "Likelihood" and the horizontal axis shall indicate the "Consequence" of a root cause occurrence. The level of risk for each root cause shall be identified as green low, yellow for moderate, or red for high.
- 2.4. The report shall contain a narrative briefly describing the risk, title, type (P, S, or C), root cause, current mitigations, and planned mitigations efforts identified, along with critical dates (risk reduction milestones).

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3. Media requirements. The report shall be presented in electronic media, MS Word version 2003-2007.

4. END OF DID DI-MGMT-81809.