|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |
|  |  |  | HR RISK REGISTER | | | |  |
|  |  |  |  |  |  |  |  |
|  | **Company Name:** | | THE BEST COMPANY EVER | **HR Manager:** | | JOHN DOE |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | **#1** | | | | | |  |
|  |  |  |  |  |  |  |  |
|  | **RISK DESCRIPTION** | | | | | |  |
|  | Employees working more than their agreed-upon hours | | | | | |  |
|  |  |  |  |  |  |  |  |
|  | **RISK CATEGORY** | **RISK CAUSE** | | **RISK IMPACT** | | |  |
|  | Pay and compensation | Insufficient people available in the market | | Frequent illness and reduced productivity | | |  |
|  |  |  |  |  |  |  |  |
|  | **CONTROLS TO APPLY** | | | | | |  |
|  | Track and identify overtime patterns and match staffing to demand (even if it takes looking for workforce from abroad). | | | | | |  |
|  |  |  |  |  |  |  |  |
|  | **RESIDUAL LIKELIHOOD:** | | 2 |  |  |  |  |
|  | **RESIDUAL IMPACT:** | | 2 |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | **RESIDUAL RISK LEVEL:** | | 4 |  |  |  |  |
|  | (LOW) |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | **#2** | | | | | |  |
|  |  |  |  |  |  |  |  |
|  | **RISK DESCRIPTION** | | | | | |  |
|  | Software security breaches and the release of confidential employee information | | | | | |  |
|  |  |  |  |  |  |  |  |
|  | **RISK CATEGORY** | **RISK CAUSE** | | **RISK IMPACT** | | |  |
|  | Digital transformation | Outdated software tools that store data in the cloud | | Competitors obtained confidential information | | |  |
|  |  |  |  |  |  |  |  |
|  | **CONTROLS TO APPLY** | | | | | |  |
|  | Install tools needed to be able to digitise, automate and optimise employee lifecycle in secure manner (Digital HR, WorkforceAid, or similar). | | | | | |  |
|  |  |  |  |  |  |  |  |
|  | **RESIDUAL LIKELIHOOD:** | | 1 |  |  |  |  |
|  | **RESIDUAL IMPACT:** | | 2 |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | **RESIDUAL RISK LEVEL:** | | 2 |  |  |  |  |
|  | (LOW) |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | **#** | | | | | |  |
|  |  |  |  |  |  |  |  |
|  | **RISK DESCRIPTION** | | | | | |  |
|  | Describe risks | | | | | |  |
|  |  |  |  |  |  |  |  |
|  | **RISK CATEGORY** | **RISK CAUSE** | | **RISK IMPACT** | | |  |
|  |  |  | |  | | |  |
|  |  |  |  |  |  |  |  |
|  | **CONTROLS TO APPLY** | | | | | |  |
|  | Describe controls | | | | | |  |
|  |  |  |  |  |  |  |  |
|  | **RESIDUAL LIKELIHOOD:** | |  |  |  |  |  |
|  | **RESIDUAL IMPACT:** | |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | **RESIDUAL RISK LEVEL:** | |  |  |  |  |  |
|  |  |  |  |  |  |
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|  |  |  |  |  |  |