

Directions

A risk management worksheet can be used to list specific sources of risk that a business expects to encounter in each risk category.

The table below is an example only, but it demonstrates how the generic risk management worksheet can be used.

For example, the risks that need to be identified when identifying customers are:

- customer types
- types of designated services provided
- how designated services are delivered
- foreign jurisdictions dealt with and provision of designated services by permanent establishments in a foreign country.

In the example below, the category of 'Customer type' is being worked.

Risk category	<i>Customer type (example only)</i>			
Sources of risk	Likelihood	Impact	Risk Score	Treatment Action
<i>New customer (example only)</i>	<i>Likely (example only)</i>	<i>Moderate (example only)</i>	<i>A (example only)</i>	<i>Standard ID check ID verification type x</i>
<i>New customer – sole trader with a large cash-only business (example only)</i>	<i>Likely (example only)</i>	<i>Major (example only)</i>	<i>D (example only)</i>	<i>Non-standard ID check ID verification type y</i>

You can use the risk management worksheet on the next page, which is a generic worksheet you can modify at your discretion to fit the risk management method you have developed for your business. You will need to adopt or use a **likelihood scale** and an **impact scale** that is suitable for your business and develop a **risk matrix** and **risk score table** that will combine these two components of risk.

Risk category				
Sources of risk	Likelihood	Impact	Risk score	Treatment action

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