

RISK MANAGEMENT

A. Risk Identification

Sl. No	Risk identification	Probability of occurrence			Impact of schedule /budget/poll day		
		High (60% and above)	Medium (25-60%)	Low (<25%)	Greatly impacts	Slightly impact	Little or no impact
1	Mistakes in preparing EVM by polling staff on poll day	NA	NA	Yes	NA	Yes	NA
2	Mistakes in checking polling materials	NA	NA	Yes	NA	NA	Yes
3	Mistakes in CRC after Mock Poll	NA	NA	Yes	NA	NA	Yes
4	Mistakes in close after poll	NA	NA	Yes	NA	Yes	NA

B. Risk response Plan

The response to a risk can be any of the following:

- Avoid – By eliminating cause
- Mitigate – by reducing possibility
- Accept – as nothing can be done
- Transfer – by outsourcing/ insurance/etc.

SL. NO	RISK CATEGORY	RISK RESPONSE PLANNING- AVOID/MITIGATE/ACCEPT/TRANSFER	RISK TO BE MONITORED BY (GIVE DETAILS OF OFFICER)
1	Mistakes in preparing EVM by polling staff on poll day	Avoid by giving hands on training of EVM and availability of instructions of EVM	Master trainers/ zonal officers
2	Mistakes in checking polling materials	Avoid by eliminating cause	Master trainers/ zonal officers
3	Mistakes in CRC after Mock Poll	Avoid by eliminating cause	Master trainers/ zonal officers
4	Mistakes in close after poll	Avoid by eliminating cause	Master trainers/ zonal officers