



Australian Government

BSBPMG426 Apply project risk management techniques

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 7.0.

Application

This unit describes the skills and knowledge required to assist with aspects of risk management in a project. It specifically involves planning for, controlling and reviewing risks associated with the project, and assisting in this process where required.

The unit applies to individuals who are project practitioners working in a project support role.

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Unit Sector

Business Competence – Project Management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Assist with risk analysis and planning	1.1 Identify project deliverables, objectives and resources 1.2 Identify and prioritise potential and actual risks of project, and advise project manager 1.3 Establish with relevant personnel risk-analysis methods, techniques and tools 1.4 Contribute to developing risk management strategies, approaches and plans according to organisational policies and procedures 1.5 Contribute to developing and implementing risk-reporting mechanisms
2. Review risks and execute risk-control activities	2.1 Monitor actual and potential risks according to agreed project and risk management plans and advise project manager of changing circumstances

ELEMENT	PERFORMANCE CRITERIA
	2.2 Identify opportunities and changing environment for project activities, and advise project manager 2.3 Contribute to amending project and risk management plans and confirming plans reflect the changing environment 2.4 Contribute to reporting opportunities for risk control
3. Develop contingency plan	3.1 Contribute to corrective action on risks according to risk management plan and delegated authority 3.2 Contribute to review of contingency plans on an ongoing basis 3.3 Confirm tasks allocated to individuals and teams are agreed with supervisor before implementation 3.4 Apply and monitor risk-contingency measures
4. Contribute to assessing risk management outcomes	4.1 Contribute to ongoing review of project outcomes and determine effectiveness of risk management activities 4.2 Seek feedback and identify risk management issues 4.3 Report risk management issues and responses to relevant stakeholders 4.4 Make changes to project management techniques based on feedback received

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

SKILL	DESCRIPTION
Reading	<ul style="list-style-type: none"> Applies appropriate strategies to construct meaning from complex texts
Writing	<ul style="list-style-type: none"> Documents results of analyses using required organisational formats Contribute to project documentations using structure and vocabulary appropriate to audience, context and purpose
Oral communication	<ul style="list-style-type: none"> Participates in a range of verbal exchanges using clear language and non-verbal features to provide relevant information Uses active listening and questioning techniques to elicit views and opinions of others
Self-management	<ul style="list-style-type: none"> Identifies responsibilities of own role in terms of its contribution to broader goals of work environment
Teamwork	<ul style="list-style-type: none"> Selects appropriate communication protocols in a range of work contexts Collaborates and cooperates with others to achieve shared goals

SKILL	DESCRIPTION
Planning and organising	<ul style="list-style-type: none">• Sequences and schedules required tasks and activities and manages relevant communication• Identifies outcomes to identify opportunities for future improvement

Unit Mapping Information

Supersedes and is equivalent to BSBPMG415 Apply project risk management techniques.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>