

CRISIS MANAGEMENT PLAN

VERSION HISTORY				
VERSION	APPROVED BY	REVISION DATE	DESCRIPTION OF CHANGE	AUTHOR

PREPARED BY		TITLE		DATE	
APPROVED BY		TITLE		DATE	

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CRISIS CATEGORIES

CATEGORY	CRISIS LEVEL	POINT OF CONTACT	CONTACT INFORMATION
	1 = LEAST SEVERE ... 5 = MOST SEVERE		

CRISIS SCENARIOS

ID	TITLE	DESCRIPTION

ACTIVATION GUIDELINES

ID	TITLE	DESCRIPTION

POTENTIAL IMPACTS OF CRISIS

ID	TITLE	DESCRIPTION

CRISIS MANAGEMENT TEAM

CM TEAM POSITION	NAME & TITLE	PHONE NUMBER	TASKS / ACTIONS TO TAKE
CRISIS MANAGER			
SECURITY MANAGER			
PR ADVISOR			
HR ADVISOR			
MEDICAL ADVISOR			
LEGAL ADVISOR			
IT ADVISOR			
BUSINESS COMMUNICATIONS ADVISOR			

CRISIS MANAGEMENT COMMUNICATION CENTER

PRIMARY CMCC LOCATION	PRIMARY CMCC ADDRESS	PRIMARY CMCC PHONE NUMBER

ON-SITE CMCC LOCATION	ON-SITE CMCC ADDRESS	ON-SITE CMCC PHONE NUMBER

ALTERNATIVE CMCC LOCATION	ALTERNATIVE CMCC ADDRESS	ALTERNATIVE CMCC PHONE NUMBER

PREVENTION

PREVENTION STRATEGY	PREVENTION CATEGORY	ACTIONS / TASKS	PERSON RESPONSIBLE

RESPONSE

RESPONSE STRATEGY	RESPONSE CATEGORY	ACTIONS / TASKS	PERSON RESPONSIBLE

RECOVERY

RECOVERY STRATEGY	RECOVERY CATEGORY	IMPACT ON BUSINESS	PRIMARY GOALS OF RECOVERY	ACTIONS / TASKS	PERSON RESPONSIBLE

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