

CRISIS MANAGEMENT REPORT

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

CRISIS MANAGEMENT TEAM

NAME	POSITION	PHONE NUMBER	TASKS / ACTIONS TO TAKE

NOTIFICATION LIST

NAME	POSITION	PHONE NUMBER	EMAIL

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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