BUSINESS CRISIS COMMUNICATION PLAN TEMPLATE

ESCALATION PROCEDURE

Define the severity of the crisis, describe the crisis situation in greater detail, assign a team or person responsible for mitigating the crisis, and note the required task or action.

LEVEL OF CRISIS	DESCRIPTION OF CRISIS	TEAM OR PERSON RESPONSIBLE	REQUIRED TASK OR ACTION
LEVEL 1			
LEVEL 2			
LEVEL 3			

BUSINESS CRISIS COMMUNICATION PLAN

CRISIS RESPONSE TEAM

NAME	POSITION	PHONE NUMBER	EMAIL	RESPONSIBILITIES

BUSINESS CRISIS COMMUNICATION PLAN

CRISIS MANAGEMENT PROCEDURE

ALERT	ASSESSMENT	ACTIVATION

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