

Emergency Communication Strategy

Document Version: _____
Date: _____

1. Purpose

Describe the overall objective of the emergency communication strategy.

2. Scope

Define what incidents and audiences are included in this strategy.

3. Objectives

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4. Key Contacts

Name/Role	Contact Information	Responsibilities

5. Stakeholders

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6. Communication Channels

Channel	Audience	Purpose

7. Procedures

7.1 Activation Process

Describe the process for activating this communication strategy.

7.2 Key Messaging

Outline placeholders for critical messages or templates.

7.3 Escalation Process

Provide steps for escalation and approvals.

8. Roles and Responsibilities

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9. Review and Updates

Describe how and when this document will be reviewed and updated.