

EXECUTIVE_TEAM_QUESTIONS

SOUTHGATE TERMINAL

Facilitator Questions - EXECUTIVE TEAM

75-Minute Cyber Crisis Exercise

PURPOSE

These questions help facilitators guide and assess the Executive Team's strategic decision-making, crisis management, and stakeholder coordination throughout the exercise.

TIMING OPTIONS

- **Option A:** Ask questions every 10 minutes for continuous assessment
 - **Option B:** Ask at phase transitions (T+30, T+60, T+90)
 - **Option C:** Ask at critical decision points as they arise
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PHASE 1: Initial Assessment & Coordination (T+0 to T+30)

P1-1 Questions (T+0 to T+10)

Question: "Have you discussed initiating a regular check-in rhythm? What did you decide?"

Look for: - Recognition of coordination needs - Establishment of communication cadence - Team leadership structure

Notes: _____

P1-2 Questions (T+10 to T+20)

Question: "How are you addressing the Ship_Alpha disappearance from AIS? Are you escalating to crisis mode?"

Look for: - Understanding of operational impact - Crisis escalation decision process - Coordination with Technical and Operations

Notes: _____

P1-3 Questions (T+20 to T+30)

Question: "Have you held an internal huddle regarding multiple AIS anomalies? What's your decision on incident escalation?"

Look for: - Pattern recognition (multiple systems) - Formal incident declaration - Resource allocation decisions

Notes: _____

PHASE 2: Vendor Crisis & Operational Impact (T+30 to T+60)

P2-1 Questions (T+30 to T+40)

Question: "Have you coordinated your response to the vendor email leak? Did you discuss implications with Legal?"

Look for: - Third-party risk recognition - Legal consultation on liability - Media strategy development

Notes: _____

P2-2 Questions (T+40 to T+50)

Question: "Have you decided on escalating public response? What's your response to media pressure?"

Look for: - Media engagement strategy - Balance of transparency vs protection - CEO/spokesperson decisions

Notes: _____

P2-3 Questions (T+50 to T+60)

Question: "How are you responding to direct media engagement? What's your communication strategy?"

Look for: - Unified messaging approach - Stakeholder prioritisation - Board communication

Notes: _____

PHASE 3: Peak Crisis Management (T+60 to T+70)

P3-1 Questions (T+60 to T+70)

Question: "How have you addressed media sabotage claims? What's your public response plan?"

Look for: - Crisis narrative control - Fact vs speculation management - Coordinated response strategy

Notes: _____

PHASE 4: Resolution & Accountability (T+90 to T+120)

P4-1 Questions (T+90 to T+100)

Question: "Have all teams consolidated and verified their documentation? Are final reports accurate?"

Look for: - Documentation oversight - Quality assurance process - Team coordination

Notes: _____

P4-2 Questions (T+100 to T+110)

Question: "Have final reports been validated for alignment and accuracy? Any outstanding concerns?"

Look for: - Cross-team consistency - Unresolved issues identification - Lessons learned capture

Notes: _____

P4-3 Questions (T+110 to T+120)

Question: "Have final public statements and formal incident summaries been issued? Are all approvals documented?"

Look for: - Final stakeholder communications - Approval chain documentation - Future commitment articulation

Notes: _____

OVERALL ASSESSMENT CRITERIA

Strategic Leadership

- ☐ Clear decision-making framework applied

- ☐ Appropriate escalation timing
- ☐ Resource allocation effectiveness
- ☐ Stakeholder management

Crisis Management

- ☐ Calm under pressure
- ☐ Information synthesis
- ☐ Team support and empowerment
- ☐ External communication oversight

Documentation & Compliance

- ☐ Decision rationale documented
- ☐ Approval chains clear
- ☐ Regulatory considerations addressed
- ☐ Lessons learned captured

GENERAL OBSERVATIONS

Team Dynamics: _____

Key Decisions Made: _____

Areas of Excellence: _____

Improvement Opportunities: _____

Facilitator: _____ **Date:** _____ **Exercise ID:** _____