# Phase 1 Facilitator Guide – Executive Team

## Phase Overview: Disruption Emerges (T+0 to T+30)

Phase 1 introduces initial disruptions across AIS, packet routing, and CCTV systems. These appear minor but mark the beginning of a coordinated attack. The Executive team will begin to see cross-role signals and must assess whether to escalate to formal crisis response.

This phase is designed to test:

* Early cross-role alignment
* Judgement on ambiguous or partial information
* Use of the Crisis Escalation Tree

Injects are delivered at 10-minute intervals. Executive should be alert to indirect impacts, briefings from Legal and Technical, and the need to synchronise emerging reports.

## Injects Relevant to Executive

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

**INJ001A:** Packet routing delay (not direct to Exec, but flagged by Ops/Tech)  
**INJ001B:** Packet queue spike at Node-04 (Tech will brief)  
**INJ001C (Noise):** HR Code of Conduct reminder (direct to Executive inbox)  
**INJ001E:** MarineTracker visibility spike (Media may raise)  
**INJ001F:** Insurance clause flag (Legal may brief Exec)

#### Facilitator Notes (P1-1)

* Watch for early huddle or check-in between Exec, Legal, and Tech.
* No action may be taken yet, but facilitator may nudge:
  + "Are you coordinating early updates across teams?"
  + "Is anyone monitoring Legal or Tech team reports?"

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

**INJ002A:** Ship\_Alpha disappears from AIS (Tech will escalate)  
**INJ002B:** Expired contingency documentation (Legal team likely to escalate)

**Facilitator Notes (P1-2)**

* This is a turning point: multiple critical systems showing risk.
* Executive may start to consider escalation.
* Nudge if passive:
  + "Are these unrelated issues, or do they indicate wider impact?"
  + "Is your team referring to the Crisis Escalation Tree?"

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

**INJ003A:** CCTV blackout dashboard alert (Ops may inform Exec)  
**INJ003B:** Blind zone reported by Dock Supervisor (via Ops)  
**INJ003E (Noise):** HR staff leave report failure (Exec inbox)

**Facilitator Notes (P1-3)**

* Final escalation window for this phase.
* Expect Executive to either escalate to formal crisis or delay with justification.
* Prompt:
  + "What is your current status? Is this now a formal incident?"
  + "Have you activated the comms SOP or designated a spokesperson?"

## Executive Role Expectations

* Monitor reports from Tech and Legal
* Lead early team check-ins
* Decide whether to escalate to crisis protocol

**Key Policy Reference:** Crisis Escalation Tree – Step 1

## Executive Decision Point – Phase 1

**Decision: Escalate to Crisis Response?**

|  |  |  |  |
| --- | --- | --- | --- |
| **Option** | **Description** | **Implication** | **Score** |
| ✅ Initiate full crisis protocol | Notify all teams, activate comms | Enables coordination, proactive | +10 |
| ⚠️ Delay and request more data | Conservative approach | Risks lag or confusion | +2 |
| ❌ Treat incident as isolated/minor | Passive stance | Visibility gaps, misalignment | -6 |

## End-of-Phase Checkpoint Prompt

At or near **T+30**, facilitator should ask:

"Executive team — what decisions have you made so far? Are you formally escalating this? What policies or SOPs have guided your thinking?"

Document response and ensure the Incident Coordinator receives status.

## Tip for Facilitator

If Executive appears indecisive, refer back to:

* INJ002B (Legal: contingency expiry)
* INJ002A (Tech: AIS disappearance)
* INJ003A/B (Ops: CCTV failure)

These three should be enough to justify formal escalation.

#### End of Phase 1 – Executive Team Facilitator Guide