

C.5. Accountable Manager Checklist

ACCOUNTABLE MANAGER CHECKLIST			
No	Item	Time	Initials
1.	Verify details of the emergency.		
2.	Determine whether it will be necessary to activate/open the Emergency Management Centre.		
3.	Activate Crisis Management Services Provider (Go Crisis)		
4.	Convene a conference call with the representatives responsible for responding to public emergency.		
5.	Initiate a conference call with the airport(s) involved in the emergency.		
6.	Monitor and ensure effective operation of the Emergency Management Centre.		
7.	Monitor developments and advise top management as often as required.		