INCIDENT PLAYBOOK TEMPLATE

*[INCIDENT SCENARIO NAME]*

For Complex, Cross-Functional, or Crisis-Level Incidents

## 8. PLAYBOOK TESTING & MAINTENANCE

### 8.3 Maintenance Triggers

Update this playbook when:

* • Organizational changes (new executives, restructuring)
* • Technology changes (new systems, vendors, architecture)
* • Regulatory changes (new disclosure rules, data protection laws)
* • Lessons learned from incidents or exercises

### 8.4 Revision History

|  |  |  |  |
| --- | --- | --- | --- |
| **Version** | **Date** | **Author** | **Changes** |
| 1.0 | [Date] | [Name] | Initial creation |
| 1.1 | [Date] | [Name] | [Edits/Updates] |
| 2.0 | [Date] | [Name] | Major revision after exercise/incidents |