SocialSimulator
CONFIDENCE + RESILIENCE

Situation report

SitRep reference: ....

Date & time: ....

SitRep owner: ....

Team composition:
(Names and roles)

Situation:
(Who, what, when, where)

Communication objectives

Communication strategy

Key actions / decisions made

Information required

Next steps:

Workstreams	Level of Interest	Decisions / Actions	Questions / Issues	Next Steps
Employee Comms				
Media				
Digital				
Other stakeholders				