

Supply Chain Disruption Crisis Activation Sheet

Date

Time

Completed By

1. Crisis Description

2. Impact Assessment

Area	Impact Details	Severity (Low/Medium/High)
Suppliers		
Logistics		
Inventory		
Customers		
Others		

3. Key Contacts

Name/Role	Company/Organization	Contact Information	Notes

4. Immediate Actions Taken

5. Next Steps / Mitigation Plan

6. Communication Summary

Audience	Date/Time	Method	Message Summary

7. Additional Notes