

TABLETOP EXERCISE

SUPPLY CHAIN INTEGRITY



Agenda

Time	Activity	Location
8:00 AM - 8:15 AM	Welcome & Introduction	
8:15 AM - 9:00 AM	Exercise Dynamics and Roles	
9:00 AM - 9:30 AM	Mission Area 1: Prevention	
9:30 AM - 10:00 AM	Mission Area 2: Protection	
10:00 AM - 10:30 AM	Mission Area 3: Mitigation	
10:30 AM - 10:45 AM	Break	
10:45 AM - 11:15 AM	Mission Area 4: Response	
11:15 AM - 11:45 AM	Mission Area 5: Recovery	
11:45 AM - 12:00 PM	Wash Discussion	
12:15 PM - 12:30 PM	Exercise Survey and Participants Adjourn	
12:30 PM - 1:00 PM	Evaluator Debrief	



Exercise Purpose

- The purpose of this exercise is to identify and confirm roles and responsibilities to establish effective communication and information sharing practices internally within [organization] and externally among partnering agencies, as well as support on-scene operational coordination. It is a [one-day] exercise with [senior-level participants and operators].



Roles

- **Facilitator:** Leads the discussion among the exercise participants.
- **Data Collector:** Records information about the actions that occur during the exercise.
- **Participants:** Comprised of the personnel with roles and responsibilities identified in the plan to help ensure the exercise meets its stated objectives.



Capabilities Focus

Select one or two areas to focus on during the tabletop exercise.

- Operational Coordination
- Intelligence & Information Sharing
- Operational Communications
- Public Information & Warning



Objectives

1. Discuss existing protocols, procedures, and systems that govern the horizontal and vertical flow of information between all partners, including Federal, State, local agencies, private sector, and the public.
2. Exercise [stakeholder(s)] roles and responsibilities for receipt and dissemination of information internally, and between all partners, including Federal, State, local agencies, and private sector.
3. Identify and discuss establishment of high-level special event/on-scene incident command roles and responsibilities.
4. Discuss incorporation of [stakeholder(s)] into special event/on-scene response organization, including identification of roles and responsibilities to support multi-agency/organization response priorities.
5. Evaluate procedures and systems, including technical systems, that support internal and external communication among the incident command structure and between incident command, local Emergency Operations Centers (EOCs), and the Multi-Agency Coordination Center (MACC).



Discussion Questions

1. What communication plans are in place to ensure various internal departments and external partners effectively disseminate intelligence and information amongst themselves?
2. What procedures are in place in order to maintain order and safety at the various [supply chain locations]?
 - a) What additional procedures or protective measures could [supply chain stakeholder(s)] implement?
 - b) How will these measures be initiated and communicated to [various stakeholder(s)' departments] and external partners?
3. What policies are in place to determine information sharing processes with supply chain operators, and to what degree (e.g., Classified, SSI, Business Confidential, etc.)?



** Facilitator should select discussion questions from Tabletop Exercise Guide*

Start of the Exercise



Mission Area 1: Prevention

Scenario

Theft of critical/valuable items in transit

The FBI has issued an alert about an increase in the theft of _____ items by organized criminal groups. The thefts happen after the shipments arrive at the port/airport and are put on trucks. The _____ items seem to be specifically targeted, as thefts of other items have not increased. There is a belief that these shipments are being specifically targeted for theft, as multiple companies have reported losses.

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Mission Area 2: Protection

Scenario

Theft of critical/valuable items in transit

A week later, [*Industry Group*] issues an alert indicating an increase in suspicious behavior along the east coast where trucks have been tailed after leaving gas stations along [major highway].

- Discuss Best Practices to provide protection the above scenario.

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Mission Area 3: Mitigation

Scenario

Theft of critical/valuable items in transit

Your operations center begins to get reports of unknown individuals loitering around trucks. Additionally, at least one truck cab has been broken into in the past week. There have been no reported thefts at this time, but drivers carrying this product had reported seeing unknown individuals loitering around when they stopped for gas. Several have also been approached and questioned about who they work for and what they are currently hauling.

- Discuss Best Practices to provide community resilience or long-term vulnerability reduction.



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Mission Area 4: Response

Scenario

Theft of critical/valuable items in transit

After analyzing your own operations, you notice that there have been dozens of shipments of _____ stolen over the past quarter. After inspecting one of the trucks carrying _____, you find an unauthorized GPS tracking device on the shipment. It is unknown when the devices were attached, although it may be connected to the recent increase of cargo thefts. Given the scale, it could impact the delivery of product for [key customer]'s shipment.

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Mission Area 5: Recovery

Scenario

Theft of critical/valuable items in transit

Several months after the first tracker was found, a senior leader in your company hears that competitor's company has been targeted by a similar theft ring. Knowing about the previous incident, they ask what steps have been taken to provide an early indication that shipments are going missing.

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End of Exercise



Exercise Hot Wash



Exercise Survey and Adjourn



Evaluator Debrief

