



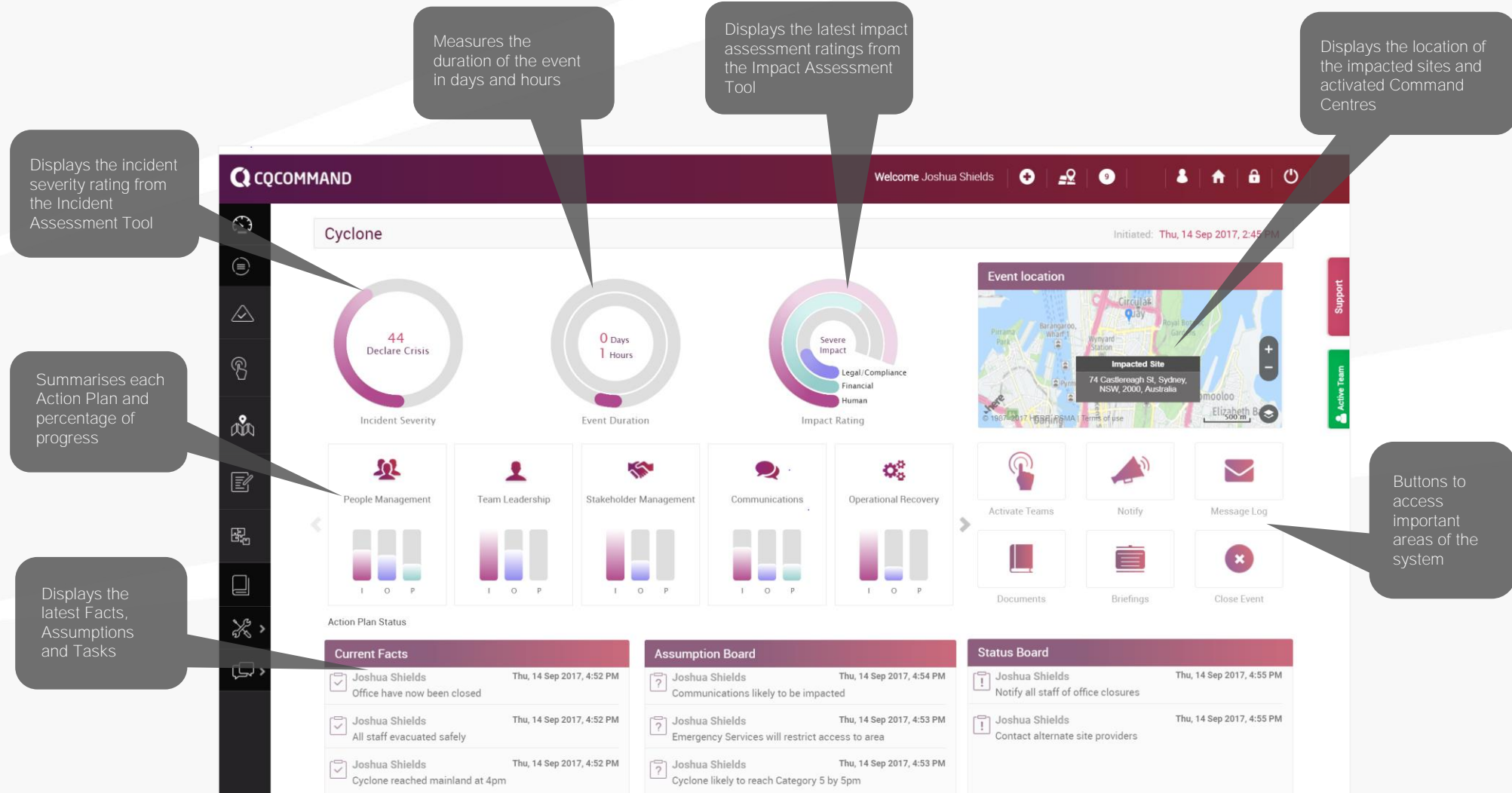
Release Notes v4.03

14 September 2017



Event Dashboard

The Event Dashboard provides a visual overview of the unfolding event and a central point for managing your organisation's response activities.



Role Sets – Professional Version Only

Primary and Secondary Roles can now be created for each Response Team. System permissions are now set based on roles rather than teams..

The screenshot displays the CQCommand web interface for managing Role Sets. On the left, a sidebar menu under 'CQCommand Users' has 'Role Sets' highlighted with a red circle. The main area is titled 'Role Sets' and contains a table of existing roles. An 'Add +' button is in the top right. A callout points to the 'Add Role' modal, which includes fields for 'Role Name*' (set to 'Human Resources Manager') and 'Description', and a section for 'Access Levels*' with multiple checkboxes for system areas. A second callout points to these checkboxes, explaining that checked areas grant access while unchecked areas do not. The modal has 'Submit' and 'Cancel' buttons at the bottom.

Role	Access Level	Action
Human Resources Manager	Full	
Team Leader	Limited	
Support	Limited	
Communications Manager	Limited	
Recovery Manager	Limited	
Team Member	Limited	

Add Role

Role Name*: Human Resources Manager

Description:

Access Levels*:

- ☒ Event Dashboard
 - ☒ Event Gauge
 - ☒ Event Location
 - ☒ Fact Board
 - ☒ Action Plans
 - ☒ My Tasks
 - ☒ Activate Teams
 - ☒ Notify Button
 - ☒ Message Log Button
 - ☒ Close Event
 - ☒ Assumption Board
- ☒ Workflow
 - ☒ Initiate Event
 - ☒ Incident Assessment
 - ☒ Activate Teams
 - ☒ Command Centre
 - ☒ Action Plans
 - ☒ Impact Assessments
- ☒ Documents
 - ☒ Global Documents
 - ☒ Event Documents
- ☒ Tools
 - ☒ Fact Board
 - ☒ Assumption Board
 - ☒ Status Board
 - ☒ Briefing Template
 - ☒ Crisis Meeting Agenda
- ☒ Communication
 - ☒ Contact Groups
 - ☒ Notify Contacts
 - ☒ Message Log
- ☒ Contact Groups
 - ☒ xxx
 - ☒ Josh test
 - ☒ All Staff
 - ☒ Incident Management
 - ☒ Crisis Management Team

Submit Cancel

Role Sets - Professional Version Only

Primary and Secondary Roles can now be created for each Response Team. System permissions are now set based on roles rather than teams..

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Add Response Team ?

Short Code*: CMT

Team Name*: Crisis Management Team

Description: Strategic management of event

Crisis Command Centre: Crisis Command Centre

Please add roles to Response Team*: Escalation Time 3 minute(s) Add +

Role Name	Primary	Secondary	Remove
Team Leader	Joshua Shields	Daniel Shields	
Communications Manager	Brad Law	Gary Vogel	
Support	Anita Gover1	Anusha Pogaku	
Human Resources Manager	Cheryl Hambly	Madeliene Gin	
Recovery Manager	Simon Petie	Leon Israel	
Team Member	Trent Clouston	Kate Bonham	

Submit

Cancel

You can select how many minutes until the system resends the activate team message to the secondary role holders if the Primary do not respond

You now must Add Roles to Response Teams before allocating team members

Allocate a Primary and Secondary User for each role. This will **determine the User's** access rights to CQCommand and is required for the escalation function when activating teams.

The role description will display here

Escalation vs Burst

When activating response teams you can now select two options: Escalate or Burst. Escalate will automatically resend your message to the secondary role holders if the primaries do not respond. Burst will send to both Primary and Secondary at the same time.

Cyclone - Thu, 14 Sep 2017, 2:45 PM

Office have now been closed - Joshua Shields - Thu, 14 Sep 2017, 4:52 PM

All staff evacuated safely - Joshua Shields - Thu, 14 Sep 2017, 4:52 PM

Activate Teams ?

Event Name:

Cyclone

Event Details:

Test

Incident Severity:

Rating = 44 Declare Crisis

Templates:

Activation Template

Message:

B I U

A crisis has been declared. Please confirm availability and relocate to command centre.

Activate

Select Team/s to Activate

☐ All

Command Centre

☒ Crisis Management Team

Crisis Command Centre

☐ Incident Management Team

Crisis Command Centre

Select Member

View All

☐ All

<input type="checkbox"/>	Madelienne Gin	Human Resources Manager	Secondary
<input checked="" type="checkbox"/>	Cheryl Hambly	Human Resources Manager	Primary
<input checked="" type="checkbox"/>	Trent Clouston	Team Member	Primary
<input checked="" type="checkbox"/>	Simon Petie	Recovery Manager	Primary
<input type="checkbox"/>	Leon Israel	Recovery Manager	Secondary

Incident Assessment

The Incident Assessment Ratings, Description and Response fields can now be edited

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Incident Assessment ?

#	Description	Impact Rating			Impact Time Estimate			
		No	Possible	Definite	N/A/0-4 hrs	4-6 hrs	6-24 hrs	24+ hrs
1	Potential threat to the safety and well-being of employees.	0	4	8	1	2	3	4
2	Potential impact on operational infrastructure.	0	4	8	1	2	3	4
3	Potential loss of IT and/or communication services.	0	2	4	1	2	3	4
4	Potential threat to the reputation or brand.	0	2	4	1	2	3	4
5	Situation that is outside the control of organisation.	0	1	2	1	2	3	4

Rating	Description	Response
0 TO 18	Watch and Wait	Monitor the situation until resolved. Take action to prevent escalation.
19 TO 20	Stay Alert	Reassess on a regular basis. Take action to prevent escalation.
21 TO 30+	Declare Crisis	Declare a crisis, activate CMT.

Save

CQCOMMAND
Welcome Joshua Shields

Cyclone - Thu, 14 Sep 2017, 2:45 PM
Office have now been closed - Joshua Shields - Thu, 14 Sep 2017, 4:52 PM

Incident Assessment ?

Description of Event	Impact Rating	Impact Time Estimate
Potential threat to the safety and well-being of employees.	Possible	4-6 Hours
Potential impact on operational infrastructure.	Possible	6-24 Hours
Potential loss of IT and/or communication services.	Definite	4-6 Hours
Potential threat to the reputation or brand.	Definite	24+ Hours
Situation that is outside the control of organisation.	No	0-4 Hours

Total Score: 44


Incident Rating	Description	Response
Score of 0-18	Watch and Wait	Monitor the situation until resolved. Take action to prevent escalation.
Score of 19-20	Stay Alert	Reassess on a regular basis. Take action to prevent escalation.
Score of 21-30+	Declare Crisis	Declare a crisis, activate CMT.


Activate Response Teams

Notify Stakeholders

Close Event

You can now edit these fields to tailor your escalation response actions


RiskLogic
A Resilient Future



v4.03

User Imports

Users details, team allocation and roles can now be imported into CQCommand

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
Contacts




API's

Contact API

Reports

Response Teams ?

Import Users  Add +

Short Code	Team Name	Description	Roles	Members	Open Group	Action
IMT	Incident Management Team		2	1	Open Group	 
CMT	Crisis Management Team	Strategic management of event	6	12	Open Group	

Upload bulk users by using the import function

Import Users ?

Select File*:

Choose File No file chosen

Download Import template :

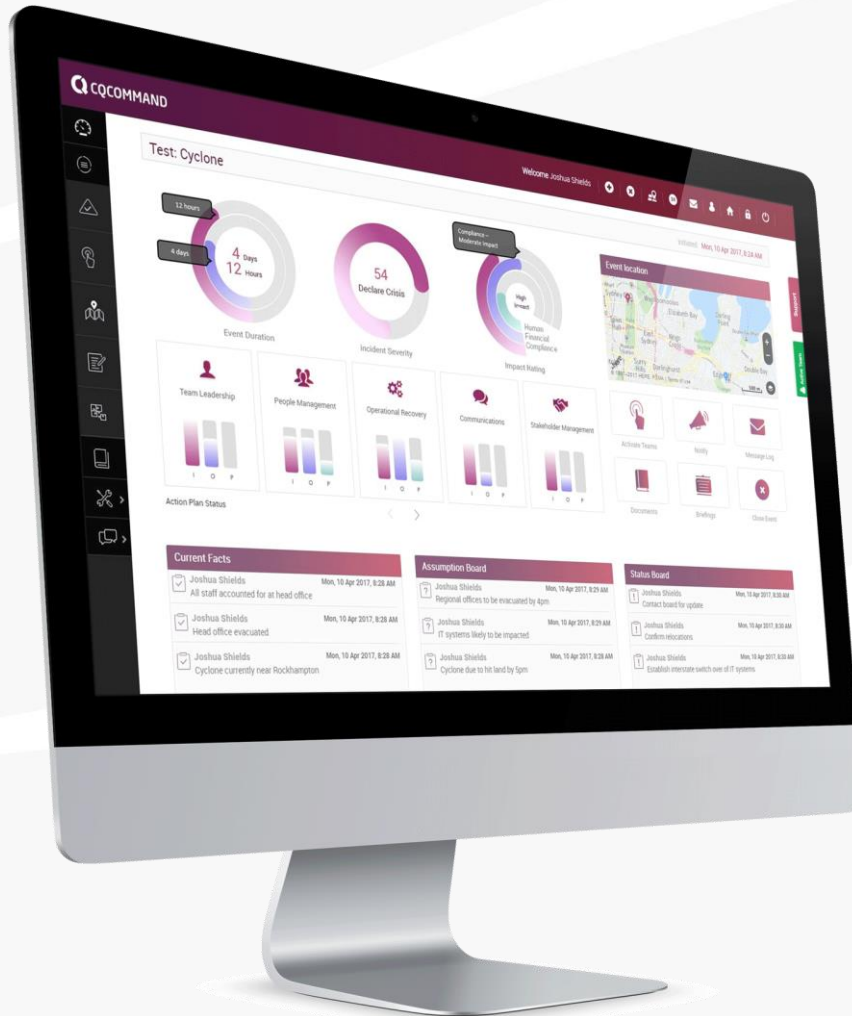
 Import Template

Import

Next Major Release v4.04

Major Functionality	Expected Release
Enhanced fact, assumption and task boards	December 2017
New Issues Board	December 2017
Printable Crisis Plan	December 2017
Event Specific Action Plans	December 2017
General Performance Updates	December 2017
Mobile App	February 2018

Contact Us



We would love to hear from you if you have any questions or suggestions relating to CQCommand.

Contact Us:

Anita Gover

Technology Manager

Phone: 1300 731 138

Email: support@cqcommand.com

www.cqcommand.com