Pragmatic GRC™

C-009

Tabletop Exercise Guide

Culture & Compliance Resource | Version 1.0 | Annual Verification Rhythm (Year One)

Document Information

Resource ID	C-009
Resource Family	Culture & Compliance
Related Chapters	6
Related Resources	C-007 (BC/DR Playbook), C-008 (DR Test Report)
Version	1.0
Status	Initial Release

Purpose

Validate leadership decision-making, communication procedures, and incident response responsibilities through a discussion-based exercise, without touching production systems. Conduct this exercise in Year One of the two-year Annual Verification Rhythm cycle, alternating with the live failover test (C-008) conducted in Year Two.

Facilitator

Business Owner or Operations Manager, with participation from the Executive Leadership Team and technical stakeholders identified in the BC/DR Playbook (C-007).

Sample Scenario

Select one scenario relevant to your organization, or write your own based on a real risk from your Enterprise Risk Register. Example: "Your primary cloud provider experiences a multi-hour outage during business hours, taking down email, file storage, and your customer-facing application. It is unclear when service will be restored."

Discussion Questions

- Who declares this a disruption, and who do they notify first?
- What is communicated to staff? To customers? Who approves that communication?
- Which systems are prioritized for recovery, and does everyone agree on that order?
- What happens if the person who normally handles this is unavailable?
- At what point, if any, does this become a customer-facing incident requiring outside communication?
- What decisions in this scenario are not covered by the current BC/DR Playbook?

Exercise Notes

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Follow-Up Actions

Gap Identified	Corrective Action	Owner	Due Date

Common Mistakes

- Choosing a scenario so easy that it doesn't actually stress-test any real decision points.
- Treating this as a compliance checkbox rather than genuinely updating the BC/DR Playbook with what was learned.

Related Resources

- C-007 — Business Continuity & Disaster Recovery Playbook
- C-008 — Disaster Recovery Test Report