KILL SWITCH

Emergency shutdown protocol

LEVEL	Security
DURATION	3h - 6h
USE	Emergency shutdown
TRACK	Toolkit

OBJECTIVE Be able to **immediately shut down** an agent or agentic system in the event of drift, incident, loss of control, or critical risk.

1 AGENT CONCERNED

AGENT NAME

ID / REFERENCE

PRIMARY MISSION

ASSOCIATED SYSTEM / SERVICE

OWNER (HUMAN ACCOUNTABLE)

DATE OF CREATION

2 AGENT RISK LEVEL

Assessment of overall risk in case of drift (check one option).

- ☐ 🔴 **Critical** : major impact on finances, customers, data, or compliance.
- ☐ 🟠 **High** : significant impact on operations or reputation.
- ☐ 🟡 **Moderate** · limited and reversible impact.
- ☐ 🟢 **Low** · minimal impact.

3 ACTIVATION CONDITIONS

The Kill switch must be activated if any of the following conditions is met:

- ☐ Behavioral drift detected
- ☐ Decision non-compliant with the rules
- ☐ Customer complaint / critical grievance
- ☐ Loss of control / critical bug
- ☐ Other (specify):
- ☐ Defined limits exceeded
- ☐ Abnormal financial impact
- ☐ Data or access breach
- ☐ Explicit human instruction

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4 EMERGENCY SHUTDOWN PROCEDURE

STEP	ACTION	OWNER	TIMING / DETAIL
1. Detect	Identify the alert signal or incident		
2. Validate	Confirm that the activation condition is met		
3. Activate	Trigger the Kill switch · **critical action**		
4. Isolate	Isolate the agent and cut off its access		
5. Control	Verify shutdown and monitor downstream effects		

5 AUTOMATIC ACTIONS UPON ACTIVATION

- ☐ Suspend all tasks in progress
- ☐ Block integrations / APIs
- ☐ Notify the human owners
- ☐ Revoke access and tokens
- ☐ Set critical data to read-only
- ☐ Switch to degraded mode

6 NOTIFICATIONS

Whom to notify, and through which channel? (e.g., agent owner / DDAO , Delegated Decision Agent Officer, executive leadership, DPO if data is involved, business line)

ROLE / PERSON	CHANNEL (EMAIL / SMS / SLACK / OTHER)

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7 POST-INCIDENT REVIEW

To be performed after every Kill switch activation.

- [ ] Root-cause analysis
- [ ] Corrective actions to be implemented
- [ ] Lessons learned and documentation
- [ ] Assessment of actual impact
- [ ] Update of rules / limits

REVIEW OWNER

REVIEW DEADLINE

8 ACTIVATION HISTORY

DATE / TIME	AGENT	REASON	ACTIVATED BY	DURATION	IMPACT	REVIEW

9 KILL SWITCH ACCESS

Who can activate the Kill switch? (at least 2 people recommended)

NAME / ROLE	CONTACT

- [ ] Method: dedicated interface
- [ ] Method: system command

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10 REGULAR TESTING

A Kill switch that has never been tested is an uncertain Kill switch. Schedule a periodic test under real-world conditions.

FREQUENCY (MONTHLY / QUARTERLY / SEMI-ANNUAL / ANNUAL)

LAST TEST PERFORMED ON / BY

TEST OUTCOME

NEXT TEST SCHEDULED FOR

A powerful agent without a Kill switch is a liability, not an asset.

Planning the shutdown means protecting value and trust. See **ACF-06 Supervision** and **ACF-12 Agentic Risk Assessment**.

PROTOCOL VALIDATION

AGENT OWNER (DDAO) · NAME / DATE / SIGNATURE

EXECUTIVE LEADERSHIP · NAME / DATE / SIGNATURE

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