

AI Implementation Evidence Checklist

The evidence required to move from idea to pilot, production and operation.

INTELLIGENT SYSTEMS. PRACTICAL RESULTS.

How this asset operates

Funnel stage	Readiness through production
Audience	Sponsors, delivery teams, security, procurement and operators
Trigger	An AI initiative is being reviewed or advanced
Objective	Prevent stage advancement without required evidence
Primary CTA	Attach evidence or record the gap and owner
Delivery method	PDF checklist
CRM action	Record evidence status and gate decision
Follow-up	Dependency review until critical gaps close
Compliance	Checklist completion does not imply certification or professional approval.
KPI	Gate adherence, late-risk reduction and acceptance quality

A checked box means the evidence exists, is current and has an accountable owner.

Business evidence

- ☐ Defined operating outcome
- ☐ Current-state baseline
- ☐ Volume and exception evidence
- ☐ Sponsor and operating owner
- ☐ Decision deadline and funding path

Workflow evidence

- ☐ Mapped trigger-to-outcome process
- ☐ Users and roles
- ☐ Decision and approval points
- ☐ In-scope / out-of-scope cases
- ☐ Known failure modes

Data and integration evidence

- ☐ Authorized data categories

-
- ☐ Data quality and lineage
 - ☐ Approved systems and environments
 - ☐ Supported interfaces
 - ☐ Retention and deletion requirements

Evaluation evidence

- ☐ Representative cases
- ☐ Expected results and thresholds
- ☐ Adversarial and misuse cases
- ☐ Human escalation tests
- ☐ Latency and cost measures

Security and governance evidence

- ☐ Threat and risk review
- ☐ Identity and least privilege
- ☐ Secrets handling
- ☐ Logging and monitoring
- ☐ Incident response and rollback
- ☐ Change and release approval

Operating evidence

- ☐ User training and adoption plan
- ☐ Support and escalation
- ☐ Named operating owner
- ☐ Monitoring cadence
- ☐ Vendor and model change process
- ☐ Funded maintenance plan

Gate outcome

Current stage

Critical gaps

Gap owners and dates

Decision

Approver

Decision record and limitations

Decision or conclusion

Evidence supporting the decision

Material limitations and assumptions

Accountable owner

Review date

Important

Checklist completion does not imply certification or professional approval.

PlanckCyber resources are general planning tools. They do not create a client relationship or substitute for qualified legal, privacy, security, financial, accounting, engineering, regulatory or procurement review.