

AI Readiness Checklist

This is a practical checklist for CIOs, Heads of IT, and digital transformation leaders. You can use it as a quick self-assessment.

0 points – not ready

1 point – partially ready

2 points – ready for pilot and scaling

1. Use Case & KPI

Is there a clearly defined business problem, an assigned owner, and a measurable outcome?

Score

2. Data

Is the data available, up-to-date, and usable without manual processing?

Score

3. Integrations

Is there a realistic way to integrate the solution with the systems where the process operates?

Score

4. Human-in-the-loop

Is it defined where AI supports decisions and where human control is required?

Score

5. QA & Monitoring

Is there a plan for quality testing and post-deployment monitoring?

Score

6. Governance & Security

Are there clear rules regarding data, risk, and accountability?

Score

7. Path to Production

Is the pilot designed as a step toward production deployment?

Score

How to interpret the score:

- **0–6 points:**
The organization is not operationally ready for AI.
Focus on fixing the foundations first.
- **7–10 points:**
A limited pilot is possible, but requires strict
scope control and conscious risk management.
- **11–14 points:**
The company has a solid foundation to move
toward production deployment.

