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# Before You Adopt

Run this before rolling out any AI tool.

**AI tool or feature:**

☐ What decision will this tool touch?

☐ What does it do by default that we never chose?

☐ What does our account tier actually expose about our data?

☐ Who owns the output?

☐ Who do we call when it is wrong?

**If any question above is unanswered:**

You are not ready to adopt.

Keep this with the contract. The next person to renew it will need it.

Free to use and adapt.

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