

Knowledge Continuity Check

Choose one critical process, service or decision chain. Answer for that scope only. Use the result to locate the first useful conversation - not to claim assurance or compliance.

SCOPE / PROCESS:

OWNER:

DATE:

1

We can name what must still work if a key person, supplier or system changes.

YES PARTLY NO UNKNOWN

2

At least two people can explain the critical decision path and its exceptions.

YES PARTLY NO UNKNOWN

3

The evidence behind important decisions can be found without relying on memory.

YES PARTLY NO UNKNOWN

4

We know where AI or automation consumes, transforms or hides organisational knowledge.

YES PARTLY NO UNKNOWN

5

Human judgement and escalation points remain explicit after the proposed change.

YES PARTLY NO UNKNOWN

6

A new competent colleague could understand the process without recreating its history.

YES PARTLY NO UNKNOWN

7

Ownership for updating knowledge, evidence and operating guidance is clear.

YES PARTLY NO UNKNOWN

8

Six months after implementation, the result should still be understandable and maintainable.

YES PARTLY NO UNKNOWN

FIRST CONVERSATION

Pick the first statement answered No or Unknown. What could fail, who notices first, and what evidence already exists?

Do not total the answers. One critical unknown can matter more than seven yeses.