

Evidence & Accountability Continuity

Make consequential decisions reconstructable and defensible.

Use when

- A decision could create legal, safety, financial, or reputational exposure.
- AI outputs influence actions or approvals.
- Escalation or authority transfer occurs.
- The outcome may be irreversible.

How to run (5–10 min)

- Name the decision owner (accountable) and contributors (advisory).
- Capture rationale (2–5 sentences) and key assumptions.
- Link evidence (docs, tests, sources) and note one alternative rejected.
- Preserve handoff context across escalations.
- Apply integrity/retention rules and record trace.

Owner

Accountability must be explicit.

Ask:

- Who decided?
- Who advised?
- Who executed?

Rationale

Record why, not just what.

Ask:

- What assumptions drove the decision?
- What risk did we accept?
- What would change our mind?

Evidence

Link proof and alternatives.

Ask:

- What evidence supports this?
- What alternative was rejected (and why)?
- Is the outcome reversible?

Record a trace (1 sentence)

Trace sentence: "HPC-5 · Owner=[..]. Rationale recorded. Evidence linked. Alternative noted. Retention=[..]."