

AI Readiness Assessment Checklist

A framework for evidence-backed AI adoption decisions. From the Tidal Enterprise Modernization Methodology™.

Business value and use case

- ☐ Candidate use cases documented with measurable outcomes
- ☐ Business owner identified per use case
- ☐ Baseline cost, time, quality, or risk measured
- ☐ AI evaluated against deterministic alternatives (automation, analytics, process redesign)
- ☐ Required accuracy, latency, explainability, and autonomy defined
- ☐ Consequences of incorrect output and human review requirements documented

Application and workflow

- ☐ Application lifecycle and technical debt assessed
- ☐ APIs, events, and integration points documented
- ☐ Architecture and deployment constraints identified
- ☐ Workflow and transaction ownership confirmed
- ☐ Observability and auditability assessed
- ☐ Modernization prerequisites documented

Data

- ☐ Data sources inventoried with owners and stewards
- ☐ Data quality, completeness, freshness, and lineage assessed
- ☐ Privacy, residency, licensing, and retention constraints documented
- ☐ Retrieval and grounding suitability evaluated
- ☐ Feedback and evaluation data identified

Platform and infrastructure

- ☐ Model and service options evaluated
- ☐ Cloud, on-premises, edge, and hybrid constraints documented
- ☐ Performance, resilience, and scalability requirements defined
- ☐ Identity, networking, secrets, and access controls confirmed
- ☐ Cost visibility and resource governance in place

Security, privacy, and governance

- ☐ Sensitive-data exposure assessed
- ☐ Prompt injection, data leakage, and supply-chain risks documented
- ☐ Model and vendor risk evaluated
- ☐ Evaluation, approval, and change controls defined
- ☐ Audit evidence and traceability requirements met
- ☐ Acceptable-use policies and human accountability established

Operating model

- ☐ Executive sponsorship and ownership confirmed
- ☐ Product, engineering, data, security, legal, and operations roles defined
- ☐ Skills and support model assessed
- ☐ Model and application monitoring planned
- ☐ Incident response and rollback plan defined
- ☐ Continuous evaluation and improvement process established

Economics and roadmap

- ☐ Implementation and modernization cost estimated
- ☐ Inference, storage, integration, and operational cost estimated
- ☐ Expected benefit and time to value documented
- ☐ Uncertainty and sensitivity analysis completed
- ☐ Outcome classification per use case with confidence level

- ☐ Prioritized roadmap with owners, funding, and gates
- ☐ Evidence gaps and next actions documented

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