

Agentic AI Audit Trail Blueprint

A Practical Guide to Making
Every AI Action Traceable,
Secure & Audit Ready

For Executives • IT Leaders • CPAs
• Audit • Security

Blueprint by Kelly Mattarocci

theexecutiveagents.com

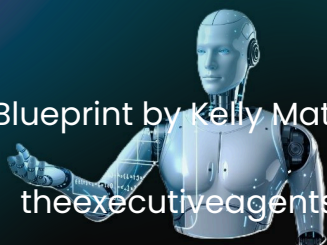


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Executive Summary

Modern AI doesn't just analyze—it takes action inside your systems.

Leaders must be able to answer these questions:

Can we prove **what** the AI did, **when** it did it, and **why**?

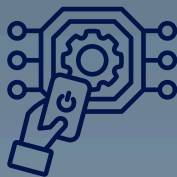
This blueprint shows how to build the controls, logging, and documentation needed to trace every AI action.



Risk



Visibility



Control



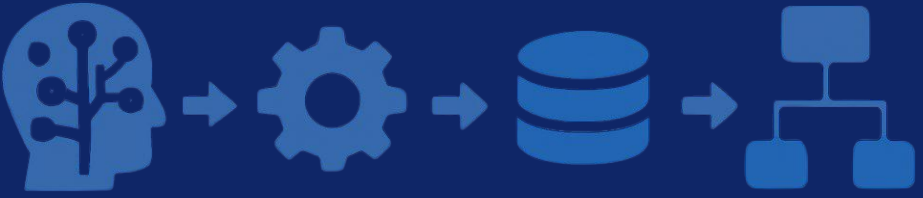
Evidence

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The Real Risk Problem



AI

Systems

Data

Workflows

AI touches financial, operational, and customer sensitive systems.

Without an audit trail, the organization is exposed across:

Sarbanes Oxley (SOX)
controls

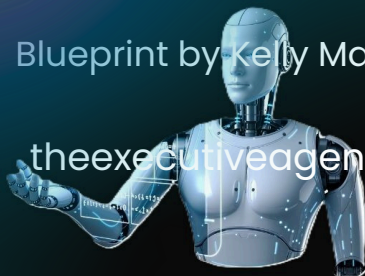
Privacy laws (GDPR,
HIPAA, GLBA)

Vendor & security
audits

Incident response

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Why You Need an AI Agent Inventory



Agent Inventory Template

Page 1

Agent Name	Business Purpose	Business Owner	IT Owner	Systems Touched	API/ Service Accounts



Agent Inventory Template

Page 2

Agent Name	Data Sensitivity	Risk Level	Status	Logging Location	Monitoring Coverage



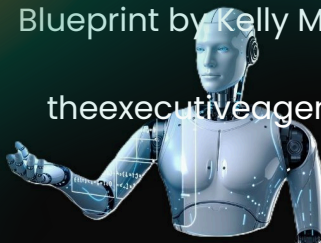
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Minimum Viable Logging (MVL)



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MVL Compliance Checklist

✓	Identity & Context
✓	Data Inputs
	Actions Taken
	Approvals & Guardrails
	Exceptions & Errors

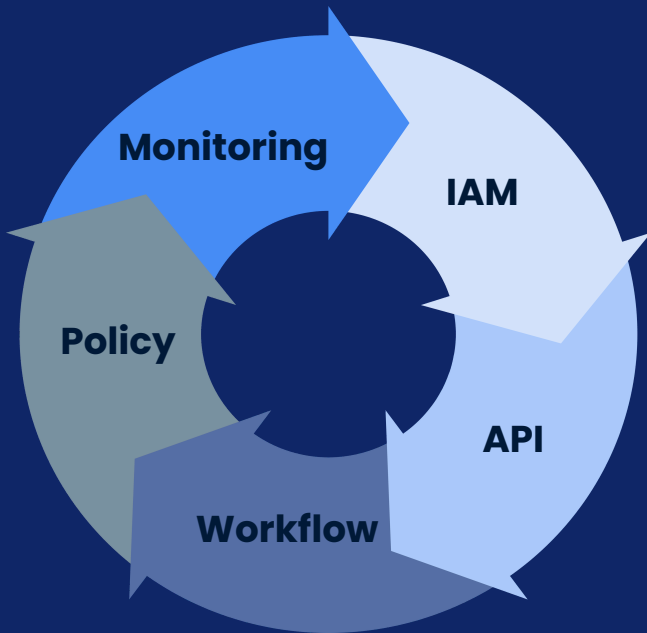
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AI Guardrails & Approvals

AI guardrails matter because as AI becomes more autonomous, the stakes get higher. Clear boundaries around data, security, and decision-making ensure systems act safely and align with human and business values. Without guardrails, even powerful AI can create unintended risk.



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Guardrail & Approval Design Canvas

Outcomes & Scope

Allowed Actions

Forbidden Actions

Approval Thresholds

Escalation Paths

Segregation of Duties

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AI Audit Pack: What Good Looks Like

Agent Overview

Policies & Guardrails

Logging Schema

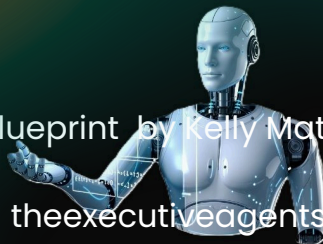
Sample Evidence

Incidents & Exceptions

Contacts

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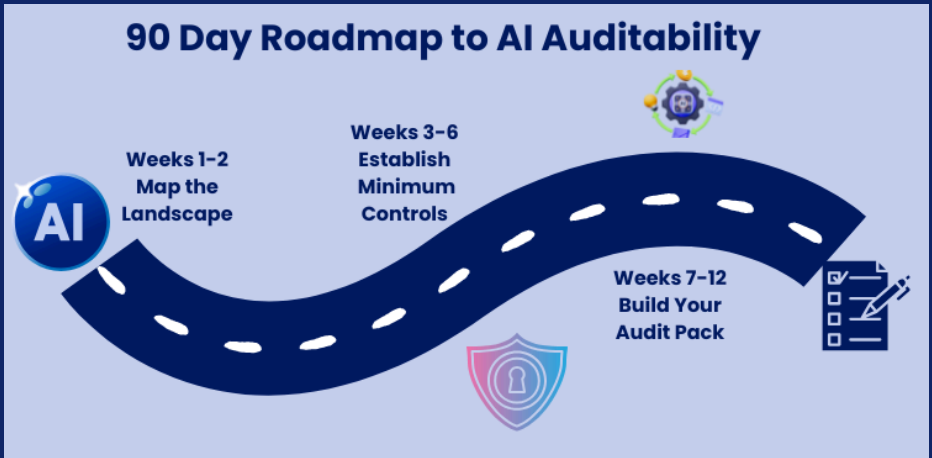


AI Audit Pack Template

Agent Overview	
Policies	
Logging Design	
Evidence Samples	
Incident Workflow	
Contacts	



90 Day Implementation Roadmap



AI can only scale safely when every action is traceable and defensible.

This blueprint gives your organization a practical way to build visibility, control, and confidence into every AI system.



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We Can Help

If you need guidance implementing this framework, evaluating your AI risks, or building audit ready controls, we can support you at every step.

Let's make your AI secure, compliant, and ready to scale.



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