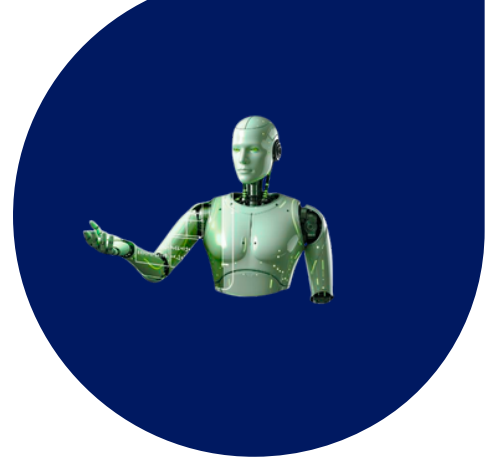


Executive AI Governance Checklist

A top-down model where Executive AI Agents augment leadership and governance cascades through the organization.



1. Establish AI-Augmented Leadership

Model the behavior you want the organization to follow.

Checklist

- Deploy Executive-Level AI Agents as bolt-ons to the C-suite (CEO, COO, CFO, CHRO, CIO)
- Define which leadership decisions must be AI-informed (strategy, risk, forecasting)
- Train executives on using AI agents as daily decision partners, not one-off “tools”
- Publish an Executive AI Mandate that positions AI as a core leadership capabilities

2. Define Governance Principles with Executive AI Agents

Human + AI leadership co-design the rules.

Checklist

- Use executive AI agents to model scenarios, risks, and policy trade-offs
- Set clear risk tiers (high/medium/low impact AI use) and governance requirements per tier
- Align principles with NIST AI RMF but simplify into language the business understands
- Codify AI values: fairness, transparency, accountability, human oversight



3. Cascade Governance Top-Down

Governance flows from the executive layer into every function.

Checklist

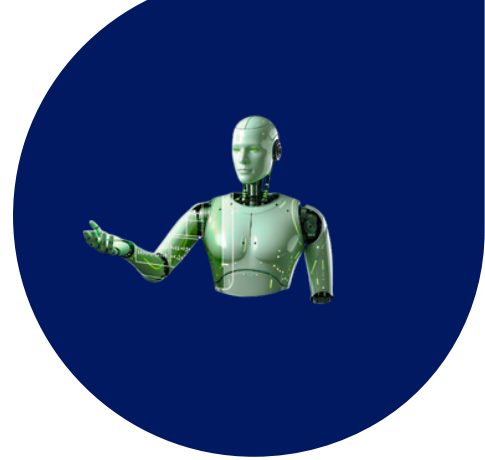
- Create a Governance Cascade Map (C-suite → VPs → Directors → Managers → Teams)
- Ensure each function leader has a departmental AI policy aligned with the exec framework
- Provide standard templates: approved tools list, risk thresholds, required approvals
- Require every department to identify AI use cases AND corresponding governance controls

4. Integrate AI Governance Into Leadership Operations

Governance is practiced, not just documented.

Checklist

- Embed AI agents into executive reporting (dashboards, board decks, QBRs)
- Require AI-supported insights for major decisions (budget, headcount, strategic bets)
- Use AI to continuously audit data access, model performance, and policy adherence



5. AI-Assisted Risk Management

AI helps you watch AI.

Checklist

- Deploy an AI Risk Agent to monitor for:
 - Bias in key decisions (e.g., hiring, lending, pricing)
 - Abnormal data access patterns
 - Security alerts and vulnerabilities
 - Vendor or third-party model risks
- Include AI-generated risk summaries in leadership and board packs
- Conduct quarterly risk reviews with scenario modeling powered by AI agents

6. Executive-Led Communication & Culture Building

Reinforce that AI is for people, not against them.

Checklist

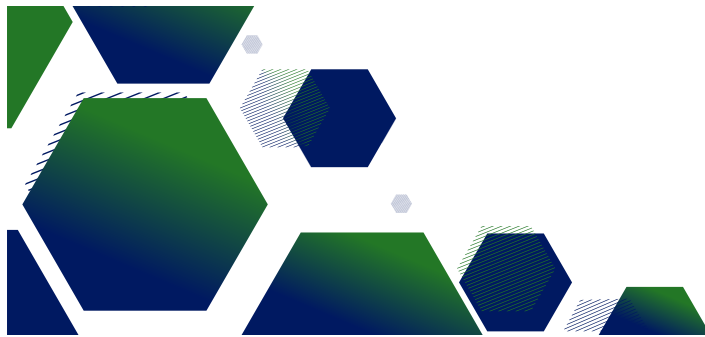
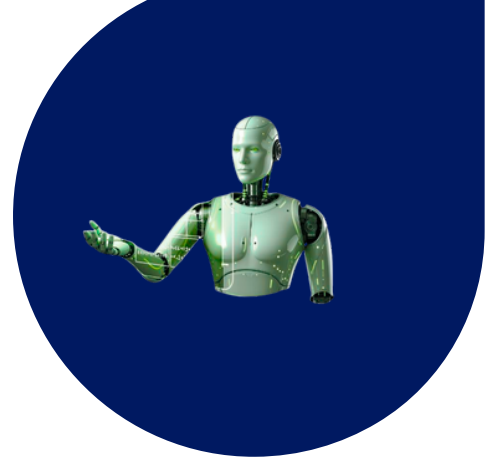
- Launch AI governance internally with a CEO message (crafted + refined with an AI agent)
- Tailor communications to each function with support from AI (different examples, tone)
- Share stories where AI + people together created better outcomes than either alone
- Hold regular "Ask Me Anything" sessions where leadership answers AI questions openly

7. Enterprise-Wide Ethical & Responsible Use

Ethics enforced from the top, practiced at every level.

Checklist

- Publish a Responsible AI Policy that's understandable in 2–3 minutes
 - Define what is:
 - Allowed (everyday productivity use)
 - Controlled (requires approvals / oversight)
 - Prohibited (sensitive data, high-risk use without guardrails)
- Require human review for high-impact, AI-influenced decisions
- Offer an easy way to report AI misuse, concerns, or unintended outcomes



8. Measure ROI Using Executive AI Agents

Governance must create value, not friction.

Checklist

- Track monthly/quarterly KPIs with exec AI agents:
 - Decision-making speed
 - Forecast accuracy
 - Number/severity of risk incidents
 - Compliance gaps
 - Time saved or cost avoided
 - Utilization
- Use AI agents to surface patterns in adoption, resistance, or recurring issues
- Continuously refine governance based on what the data—and your people—are telling you

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