



AI readiness drives AI success

AI is transforming how organizations operate. The question isn't if you should act—it's whether your organization is ready to act with confidence.

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Checklist for leaders

Business and strategy readiness

Process readiness

Technical architecture

Data readiness

Talent and skills

Governance and policies

Security and risk

Organizational alignment

Tap the checklist above to explore the key executive questions.



1 Business and strategy readiness

Key executive questions:

- Do we have a clear strategy for where AI will create measurable business value, and is leadership aligned on the roadmap?
- Have we identified relevant AI use cases for our industry and business unit?
- Do we have a formal intake process to evaluate and prioritize AI ideas?
- Have we conducted an ROI analysis to forecast value and gain leadership buy-in?
- Can we tie AI opportunities to measurable productivity gains or revenue impact?
- Do we have a roadmap that aligns AI adoption with our overall business strategy?

2 Process readiness

Key executive questions:

- Are our core processes documented, standardized and understood well enough to automate tasks and augment with AI?
- Have we mapped and documented key processes?
- Are these processes standardized, repeatable and consistent across the business unit?
- Have we identified pain points and inefficiencies at the root cause?
- Do we understand the complexity of the decisions and the intelligence needs of these processes?
- Have we assessed the data dependency and availability needed for AI enablement?



3 Technical architecture

Key executive questions:

- Can our current technology support scalable, integrated AI solutions without major disruption?
- Do we have an up-to-date system inventory and landscape?
- Are integration capabilities in place (e.g., ETL tools, APIs, data lake)?
- Are we operating in the cloud or on-premises with sufficient computing power and storage?
- Can our infrastructure support scalable AI solutions?
- Do we have monitoring and maintenance processes in place for AI systems?

4 Data readiness

Key executive questions:

- Is our data accurate, trusted and accessible enough to fuel AI models that drive real decisions?
- Is there a clear data model and schema that aligns with AI needs?
- Have we mapped data flows, lineage and dependencies?
- Do we maintain a single source of truth across systems?
- Are metadata and master data management frameworks in place?
- Are we addressing data quality, availability and accessibility for AI?



5 Talent and skills

Key executive questions:

- Do we have the right mix of people to build, manage and use AI effectively across the business?
- Do we have internal staff with the required technical AI skill sets?
- Are business unit leaders trained to recognize and evaluate AI opportunities?
- Do we have training or upskilling programs in place for employees?
- Have we considered managed services or outsourcing where skills are lacking?
- Are roles and responsibilities clear for building, maintaining and using AI?

6 Governance and policies

Key executive questions:

- Do we have clear guardrails and accountability for AI use covering ethics, compliance and change management?
- Have we established an AI and automation governance policy?
- Do we have an AI oversight committee (including IT, HR and compliance)?
- Have we updated security and privacy policies for AI risks?
- Is there a change management and communication plan in place for AI adoption?
- Have we created ethical use guidelines to address bias, fairness and transparency?



7 Security and risk

Key executive questions:

- Are we prepared to manage the new risks AI introduces, from cybersecurity to regulatory exposure?
- Are our cybersecurity frameworks updated for AI-related risks?
- Do we assess and monitor risks around data leakage and model integrity?
- Are compliance requirements (i.e., industry, regional, global) addressed?
- Do we have plans for AI incident response and recovery?
- Are vendor and third-party AI usage properly evaluated and secured?

8 Organizational alignment

Key executive questions:

- Is there broad sponsorship and cultural readiness across business units to adopt AI in a way that augments people and aligns to enterprise priorities?
- Have we secured leadership sponsorship for AI initiatives?
- Are stakeholders across business units aligned on AI goals?
- Do we communicate clearly about AI's role in augmenting—not replacing—jobs?
- Have we built a culture of experimentation and innovation around AI?
- Do we link AI initiatives to enterprise priorities (e.g., run, grow, protect the enterprise)?

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