



DELEGATION CHECKLIST · ONE DECISION

# The *HUMAN* Delegation Checklist

AI can inform almost any decision. The question is whether the responsibility can be separated from a person. Tick each box that is true of the decision in front of you.

THE DECISION YOU ARE TESTING

**H HIGH CONSEQUENCE**   
Serious harm to a person, the business or a client if it goes wrong.

**U UNCLEAR OR CONTESTED**   
No single right answer; it turns on judgement and competing interests.

**M MORALLY OR RELATIONALLY SIGNIFICANT**   
It touches how you treat people, or a relationship that matters.

**A ACCOUNTABLE TO LAW, CUSTOMERS OR EMPLOYEES**   
You would have to stand behind it to a regulator, a court, a client or your staff.

**N NOT READILY REVERSIBLE**   
A mistake lands and stays; it cannot be quietly undone.

Count the ticks, then read the zone below. The more boxes ticked, the more firmly the decision stays with a person.

**Green**  
**0-1 ticks.** AI may decide, with light human review. Reversible, low-stakes work.

**Amber**  
**2-3 ticks.** AI assists, a human decides and signs off. Keep the person in the chair.

**Red**  
**4-5 ticks.** A human owns it. AI may inform the thinking but never make the call.

Discuss AI governance

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