

Production Readiness Scorecard

Record evidence for the level of use a system must support.

Choose the intended level

1. 0 - Demo: a prepared path works under supervision. It is not evidence of readiness for real operations.
2. 1 - Prototype: an experiment with an owner and a decision date, isolated from production users and data. It does not take customer money or hold irreplaceable records.
3. 2 - Internal tool: a named owner, authorized access, appropriate data protection, visible errors, a continuity plan, and human review support real internal work.
4. 3 - Production: retain the operational safeguards from Level 2; access may include authorized customers. Verify dependency failures, access controls, backups and restore, monitoring, realistic load, documentation, and rollback.
5. 4 - Regulated or business-critical: retain Level 3 safeguards and add controls and evidence appropriate to the consequences, applicable obligations, incident response, and independent review.

Apply the requirements correctly

1. Higher levels retain relevant safeguards, not earlier restrictions on who may use the system. A production system does not inherit the prototype's ban on real users.
2. For AI features, verify evaluations, versioned configuration, tool permissions, monitoring, and rollback of model-related changes.
3. Record missing evidence and risk. A failed requirement does not automatically place the system at the level immediately below. This worksheet is not a compliance certification.

Target level: _____. **Evidence links:** _____. **Gaps / owner / due date:** _____.