**Organizational Readiness Assessment for Responsible AI Adoption**

This assessment is structured as a **self-scoring framework** (1 = not ready, 5 = fully ready) that leaders and project managers can use to evaluate their organization’s preparedness for responsible AI adoption.

**Instructions:** For each category, rate your organization from **1 (not ready)** to **5 (fully ready)**. Add up the scores for a total readiness index (out of 50).

**1. Leadership & Vision**

* Clear AI strategy that aligns with business goals and human values.
* Senior leadership actively communicates AI’s role and sets expectations.
* Ethical principles (transparency, fairness, accountability) are embedded into leadership priorities.

**Score (1–5): \_\_\_\_**

**2. Governance & Ethics**

* Formal AI governance framework or ethics committee in place.
* Processes exist for bias testing, privacy compliance, and explainability.
* Ethical oversight is proactive, not just a compliance checkbox.

**Score (1–5): \_\_\_\_**

**3. Workforce Readiness**

* Employees receive training in AI literacy and data ethics.
* Career development paths exist for human-AI collaboration roles.
* Mechanisms are in place to address workforce anxiety and reskilling needs.

**Score (1–5): \_\_\_\_**

**4. Project Management Practices**

* Project managers integrate ethical checkpoints into lifecycles.
* Success metrics include fairness, trust, and sustainability—not just cost, scope, and schedule.
* PMs are empowered as **stewards of transformation**, bridging technical, business, and ethical considerations.

**Score (1–5): \_\_\_\_**

**5. Risk & Trust Management**

* AI risk assessments cover bias, privacy, security, and societal impact.
* Transparency protocols exist for customers, employees, and regulators.
* Stakeholder trust is measured and acted upon regularly (e.g., surveys, audits).

**Score (1–5): \_\_\_\_**

**6. Culture & Change Management**

* Organization encourages experimentation with guardrails.
* Psychological safety exists for teams to question AI decisions.
* Lessons learned from AI projects are shared across silos.

**Score (1–5): \_\_\_\_**

**7. Technology & Data Infrastructure**

* Data governance policies ensure quality, integrity, and privacy.
* Monitoring dashboards track AI performance and impacts in real time.
* Scalability and adaptability are built into technology choices.

**Score (1–5): \_\_\_\_**

**8. Sustainability Integration**

* Environmental impact of AI initiatives is measured and managed.
* Equity and inclusivity are considered in workforce and community impact.
* Long-term resilience is factored into AI adoption strategy.

**Score (1–5): \_\_\_\_**

**9. External Engagement & Partnerships**

* Organization collaborates with industry partners, regulators, and communities of practice.
* External audits or peer reviews validate responsible AI practices.
* Stakeholders beyond the company (customers, community, regulators) are part of governance conversations.

**Score (1–5): \_\_\_\_**

**10. Continuous Improvement**

* Regular reviews update AI governance frameworks as technology evolves.
* Feedback loops from users and affected communities inform improvements.
* Innovation and responsibility are celebrated equally.

**Score (1–5): \_\_\_\_**

**Scoring & Interpretation**

* **40–50 points (High Readiness):** Your organization is well-positioned to implement AI responsibly. Continue to refine governance and scale sustainably.
* **25–39 points (Moderate Readiness):** Foundational elements are in place, but gaps exist. Prioritize governance, workforce readiness, and metrics expansion.
* **10–24 points (Low Readiness):** Significant work needed. Begin with leadership alignment, ethical governance, and workforce education before scaling AI projects.