

# STAGERLABS

## AI Workflow Failure-Point Checklist

Use this checklist before automating a workflow or adding an AI agent.

### 1 Pain Definition

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- What business pain is visible today?
- Where is money, time, quality, or trust leaking?
- Who experiences the pain?
- What happens if nothing changes for 30 days?

### 2 Workflow Boundary

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- Where does the workflow start?
- Where does it end?
- What tools, systems, inboxes, spreadsheets, or databases are involved?
- Who owns each step?

### 3 Failure Modes

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- What gets missed?
- What gets delayed?
- What gets duplicated?
- What requires rework?
- What lacks a decision owner?
- What lacks proof?

### 4 Outcome Specification

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- What measurable result should improve?
- What is the target?
- What is the acceptable threshold?
- What evidence proves success?
- How will pass/fail be determined?

## 5 Control Requirements

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- What decisions require approval?
- What exceptions require escalation?
- What should never be automated?
- What rollback or correction path is required?
- What human-in-the-loop gate is mandatory?

## 6 Evidence Requirements

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- What action was taken?
- Who approved it?
- What source data was used?
- What output was generated?
- What outcome occurred?
- Where is the audit trail stored?

## 7 Sprint Fit

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A workflow is a good sprint candidate if it has:

- Visible business pain
- Repeatable steps
- Existing data or messages
- Clear owner
- Measurable desired outcome
- High cost of delay
- Need for governance, not just automation

**STAGERLABS method:** Pain → Specification → Control → Evidence → Verified Outcome