

Enterprise Readiness Assessment

Purpose

Determine whether the organization is ready to execute enterprise transformation or AI-enabled operating change and make an explicit proceed, prepare, or pause decision.

How to use this tool

Rate every dimension using operating evidence. Red means a material launch blocker; amber means a managed gap with a credible owner and plan; green means the condition is established and evidenced. Do not average a red blocker into an acceptable result.

RAG interpretation

Rating	Meaning	Executive response
Red	A material condition is absent, unowned, or unacceptable for launch.	Resolve before launch or explicitly pause.
Amber	A gap exists, but an accountable and time-bound mitigation can support a bounded decision.	Prepare and monitor against conditions.
Green	The condition is established, owned, evidenced, and adequate for the proposed scope.	Proceed while monitoring outcomes.

Readiness assessment

Dimension	Readiness test	R/A/G	Evidence	Gap or blocker	Owner
Executive alignment	Leaders share the outcome, scope, tradeoffs, and commitment.				
Business-case clarity	Value, stakeholders, costs, risks, and evidence are explicit.				
Decision ownership	Accountability, authority, boundaries, and escalation are defined.				
Process readiness	Target work is understood, simplified, owned, and ready for change.				
Data readiness	Required information is available, governed, trusted, and fit for purpose.				
Technology readiness	Architecture, security, integration, environments, and support are ready.				
Delivery capacity	Skills, funding, capacity, dependencies, and attention are available.				
Change readiness	Affected people have credible communication, support, and feedback paths.				
Governance	Decision forums, controls, risk ownership, exceptions, and reviews operate.				
Measurement	Baseline, indicators, outcomes, and stop-or-adjust triggers are defined.				

Readiness summary

Red conditions: _____ Amber conditions: _____ Green conditions: _____

Overall interpretation:

- Any unresolved red: Pause or prepare before launch.
- No red and one or more amber: Proceed only with explicit conditions and owners.

- All green: Proceed within the assessed scope and continue monitoring.

Launch blockers

Blocker	Risk or value consequence	Decision required	Accountable owner	Resolution evidence	Due date

Recommended sequencing

Sequence	Readiness action	Dependency resolved	Owner	Evidence of readiness
1				
2				
3				
4				

Executive decision summary

Decision: PROCEED / PREPARE / PAUSE

Scope covered by this decision: _____

Conditions and limitations: _____

Accountable executive: _____ Review date: _____

Measures that trigger continuation, correction, or stop:
