



BASELINE · RE-SCORE ON DAY 90

The Capability Scan

Score your organisation on each lever, 0 to 3. Be honest; nobody grades this. 0 = not true, nobody working on it. 1 = somebody talks about it. 2 = exists somewhere, partially. 3 = true, in writing, in practice.

V We know, with evidence, in which steps of which workflows AI value actually sits. 0 1 2 3

E A one-page tiered standard exists; operators use it to decide without asking permission. 0 1 2 3

R At least one workflow has been rebuilt around AI, and one role description has changed. 0 1 2 3

I Named coaches exist, with allocated time on their calendar and recognition in their job. 0 1 2 3

F Senior leaders visibly use AI in their own work, weekly, in front of people. 0 1 2 3

Y We measure capability by work output (cycle time, quality, hours), not attendance or licences. 0 1 2 3

YOUR SCORE

Total today ____ / 18

Date

Re-score on day 90, write the new number next to it

WHERE YOU STAND

0–4 You are where most organisations are. The playbook was written for this score.

5–9 Something has started, probably in one team, probably fragile. Make it deliberate.

10–14 Ahead of nearly everyone who will read this. Your risk is plateau. Y is your letter.

15–18 Likely inside the top 20% that capture 74% of the value. Use the book to keep the gap.