AGENT CARD

Frame every deployed agent

LEVEL	Deployment
DURATION	3h - 6h
USE	Agent scoping
TRACK	Step 5 / 6

OBJECTIVE

Precisely describe an agent in order to set its **role, perimeter, data, tools, rules and maturity**. The agent card turns the constitution (ACF-04) into a concrete agent that is enforceable and supervisable.

1 AGENT IDENTITY

AGENT NAME

ROLE

PRIMARY MISSION

SCOPE OF ACTION

ASSOCIATED SYSTEMS / SERVICES

OWNER: ACCOUNTABLE HUMAN (DDAO · DELEGATED DECISION AGENT OFFICER)

CREATED / VERSION

STATUS (TESTING · ACTIVE · SUSPENDED · ARCHIVED)

2 MISSION & OBJECTIVES

MEASURABLE OBJECTIVES

SUCCESS INDICATORS (KPIS)

1

2

3

3 AGENT MATURITY

Tick the agent's overall maturity level · its **governance framework** (ACF-02 scale). Distinct from the **autonomy delegated decision by decision**, which is set in ACF-02 / ACF-03.

- ☐ **N0 · Classical automation** · fixed rules, no judgment
- ☐ **N1 · Assisted agents** · proposes, the human decides
- ☐ **N2 · Governed agents** · acts within a defined framework, supervised
- ☐ **N3 · Supervised autonomy** · decides alone, reviewed after the fact

Reminder: maturity is *one* value for the entire agent. The actual latitude is then set **decision by decision** (delegated autonomy · ACF-02 Decision Map).

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4 AUTHORIZED DATA

- [ ] **Internal data** (FAQs, procedures)
- [ ] **Customer data** (orders, returns)
- [ ] **Operational data** (logistics, inventory)
- [ ] Financial data
- [ ] Partner data

SENSITIVITY & RESTRICTIONS

5 TOOLS & INTEGRATIONS

AUTHORIZED TOOLS / APIS

USAGE RESTRICTIONS

6 RULES & SAFEGUARDS

MANDATORY RULES

WHAT THE AGENT MUST NEVER DO

7 HUMAN INTERACTION

THE AGENT MUST ALERT A HUMAN IF…

- [ ] Decision outside perimeter
- [ ] Confidence < defined threshold
- [ ] Error or anomaly detected
- [ ] Financial impact > defined threshold

ESCALATION (WHO · TIMEFRAME · WHAT)

8 REVIEW & IMPROVEMENT

REVIEW FREQUENCY

- [ ] Weekly
- [ ] Monthly
- [ ] Quarterly

REVIEW CRITERIA

PLANNED IMPROVEMENTS

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9 TRACEABILITY & VALIDATION

Log every creation, modification or status change of the agent. Each entry commits an **accountable human (DDAO)**: it is this traceability that makes the agent **enforceable and auditable** over time.

DATE	ACTION / MODIFICATION	AUTHOR (HUMAN)	VERSION

FINAL AGENT VALIDATION

APPROVED BY (DDAO)	DATE	SIGNATURE

Next step: organize the agent's ongoing oversight with **ACF-06 · Supervision & Governance**, and prepare emergency shutdown with **ACF-07 · Kill Switch**.

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