# VALIDITY REVIEW

*Judging whether a mandate still holds*

| | |
|---|---|
| LEVEL | Audit and improvement |
| DURATION | 3h30 - 6h |
| USE | Periodic revalidation |
| TRACK | Toolkit |



**OBJECTIVE**

Reopen a mandate on a fixed date and judge its **relevance**, not its compliance. Checking belongs to the register ; **validating** asks whether the rules still deserve to be followed. A perfectly obeyed mandate may have become wrong.

## 1 GENERAL INFORMATION

AGENT CONCERNED (ACF-05)

MANDATE REOPENED (ACF-13)

DATE OF THIS REVIEW

REASON FOR THE REVIEW

CONDUCTED BY (DDAO)

DATE OF THE NEXT REVIEW

## 2 THE MANDATE AS IT WAS SIGNED

Copy the values in force, without rewording them.

AUTHORIZED PERIMETER

NUMERIC CAPS

MANDATORY REFUSALS

RATED CRITICALITY (ACF-03)

DELEGATED AUTONOMY

NAMED OWNER (ACF-14)

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## 3 WHAT HAS CHANGED SINCE THE LAST VALIDATION

One line per observed change, even one with no apparent consequence.

| NATURE | WHAT CHANGED | SINCE | POSSIBLE EFFECT ON THE MANDATE |
|---|---|---|---|
| Perimeter | | | |
| Volume | | | |
| Price or scale | | | |
| Supplier or model | | | |
| Regulation | | | |
| People | | | |

## 4 VALIDITY GRID

One verdict per line: holds, to be corrected, no longer holds. A single “no longer holds” blocks renewal.

| # | QUESTION | VERDICT | REASON IN ONE SENTENCE |
|---|---|---|---|
| 1 | Does the authorized perimeter still match actual use? | | |
| 2 | Do the numeric thresholds still say what they meant? | | |
| 3 | Has the frequency of delegated decisions changed in nature? | | |
| 4 | Does the rated criticality reflect today's impact? | | |
| 5 | Does the pursued metric still measure what we want? | | |
| 6 | Is human supervision still read, or signed without being read? | | |
| 7 | Is the named person in post, informed and able to stop it? | | |
| 8 | Has the stop mechanism been tested, and how fast does it act? | | |

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## 5 ✓ VERDICT

A single outcome for the whole mandate.

**OUTCOME CHOSEN**

- ☐ **Renew as is.** The mandate holds. A written reason is required, even with unanimous agreement.
- ☐ **Correct then renew.** Thresholds, perimeter or metric rewritten, then signed again.
- ☐ **Restrict.** Autonomy lowered, decisions moved back to joint decision or to a human.
- ☐ **Withdraw.** Delegation ends on a written date, human handover organized.

## 6 WHAT THE REVIEW CHANGES, AND SIGNATURES

| CORRECTIONS TO CARRY | CARDS TO UPDATE | DEADLINE FOR SIGNING AGAIN |
|---|---|---|
| | | |

**DDAO**

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NAME & SIGNATURE

**BUSINESS OWNER**

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NAME & SIGNATURE

**Review entered in the decision register (ACF-09) on ---------- · next validity review on ----------**

**Keep at hand:** the **ACF-13 · Agent Mandate**, which carries the values this review judges, and the **ACF-09 · Agentic Decisions Register**, where the review is entered like any committing decision.

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