

PILOT-TO-PRODUCTION READINESS CHECKLIST

Fill this in with the pilot team and the person who would fund production. One pilot per copy.

PILOT: _____

DATE: _____

1. OWNERSHIP

Who runs this in production, by name. Not a team, not a function, not a role currently sitting vacant.

Runs it: _____

They have been told: _____

2. OUTCOMES

The one business result this pilot has to move, and who is accountable for that number. This is a different job from section 1.

The result: _____

Accountable: _____

3. DECISION RIGHTS

Who can change it, who can pause it, and who can kill it. Three answers, names not titles.

Change: _____

Pause: _____

Kill: _____

4. ESCALATION

What happens the night it fails, and who gets paged. Write the path, not the intention.

Paged: _____

Path: _____

5. EVIDENCE

How you will know it worked, agreed before you scale it, and the result that would tell you to stop.

Works if: _____

Stop if: _____

DONE WHEN: all five sections carry names and specifics, and the named people have been told. Any blank means the pilot keeps running as a pilot.