

Human Approval Gate Worksheet

Hold consequence. Name the reviewer. Check the evidence. Decide visibly. Record and recover.

VERSION 1.0.2

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WORKFLOW AND APPROVED PURPOSE

What exact job is allowed?

CONSEQUENCE HELD

What cannot change, send, publish, charge, or authorize yet?

DECISION OWNER AND BACKUP

Name the qualified person and escalation owner.

PROHIBITED INPUTS OR USES

What must stay out or stay manual?

FINAL DECISION

Choose Accept, Revise, Reject, or Escalate. Record version, reviewer, date, and reason.

C

CONSEQUENCE HELD

What control prevents the action before approval?

E

EVIDENCE CHECKED

Which sources, tests, versions, and policy checks are required?

R

RECORD AND RECOVERY

Where is the decision saved? How will the team stay manual, prevent duplicates, reverse, or correct?

L

LISTED REVIEWER

Why is this person qualified and authorized?

A

ALLOWED OUTCOMES

Define accept, revise, reject, and escalation criteria.

RETEST TRIGGERS AND KNOWN LIMITS

Retest after model, prompt, tool, policy, data source, user, or consequence changes.
