

# Owner Readiness Checklist (Kai / Klaudit System)

**Audience:** Business Owner + Technical Admin

**Format:** Step-by-step

## Step 0 — What You're Getting

Complete app: UI + API + Worker. No secrets or prior data included.

- UI: apps/web
- API: services/api
- Worker: services/worker
- Verification: scripts/verification/verify\_system\_integrity.ps1

## A) Business Owner Steps (Non-Technical)

### Step 1 — Choose Hosting

- Local App (test)
- Azure App (production)

### Step 2 — Provide Access Credentials

- Azure Subscription ID
- Tenant ID
- Resource Group name
- Temporary Owner/Contributor access during migration

### Step 3 — Decide Optional Features

- Azure OpenAI (optional)
- SA360 (optional)
- Vector Search (optional)

## B) Technical Admin Steps

### Step 1 — Configure Environment

Use .env.example as your source of truth.

```
KAI_BACKEND_URL  
KAI_FRONTEND_URL  
KAI_ACCESS_PASSWORD  
KAI_ENV_GUI_PASSWORD
```

### Step 2 — Storage (Required for audits + worker)

```
AZURE_STORAGE_CONNECTION_STRING  
AZURE_STORAGE_ACCOUNT  
AZURE_STORAGE_CONTAINER
```

### Step 3 — Optional Credentials

Only if you enable the feature.

```
Azure OpenAI: AZURE_OPENAI_ENDPOINT / AZURE_OPENAI_API_KEY / AZURE_OPENAI_DEPLOYMENT  
Local LLM: LOCAL_LLM_ENDPOINT / LOCAL_LLM_MODEL  
SA360: SA360_DEVELOPER_TOKEN / SA360_CLIENT_ID / SA360_CLIENT_SECRET / SA360_REFRESH_TOKEN  
Vector Search: CONCIERGE_SEARCH_ENDPOINT / CONCIERGE_SEARCH_KEY / CONCIERGE_SEARCH_INDEX
```

### Step 4 — Run Locally (Fast sanity check)

```
python services/api/main.py  
python services/worker/jobs_worker.py  
cd apps/web && npm install && npm run dev
```

### Step 5 — Deploy to Azure

API + Worker as Container Apps; UI as Static Web App or Storage static site.

### Step 6 — Verify

```
scripts/verification/verify_system_integrity.ps1 -Mode azure
```

## C) What “Working” Looks Like

- /api/health OK
- /api/diagnostics/health OK
- /api/audit/generate works
- /api/settings/env works

## D) Ownership Transfer Checklist

- Azure subscription ready
- Storage containers ready
- Env vars set
- Verification green