Agent Note: The Structure Table provides an index and orchestration logic

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| Layer | Structural Type | Agent | File | Section | From Agent | To Agent | Primary Tag | Agent Action or Trigger Condition | Output | Flow summary section | Purpose |
| IL | AG | Electrical Assistant | Electrical Assistant Grounding File | The first paragraph and Contents |  |  | #MasterNarrative |  |  |  | What - Provides a guide to the Electrical Assistant Agent. Why -to provide an overview of the Electrical Assistant's whole structure |
| IL | AG | Planning Assistant | Planning Assistant Grounding File | The first paragraph and Contents |  |  | #MasterNarrative |  |  |  | What - Provides a guide to the Planning Assistant Agent. Why -to provide an overview of the Planning Assistant's whole structure |
| IL | AG | Design and Costing Assistant | Design and Costing Grounding File | The first paragraph and Contents |  |  | #MasterNarrative |  |  |  | What - Provides a guide to the Design and Coasting Assistant Agent. Why -to provide an overview of the Design and Costing Assistant's whole structure |
| IL | AG | Electrical Assistant | Electrical Assistant Grounding File | Planning and Organisation |  |  | #Productivity |  |  |  | Gives an explanation of the Planning Assistant's role with respect to planning a deep life. |
| IL | AG | Electrical Assistant | Electrical Assistant Grounding File | ADHD |  |  | #ADHD |  |  |  | An overview of ADHD to assist with supporting planning for my brain functionality. |
| IL | REF | Electrical Assistant | Planning Assistant Grounding File | Overview of Process | Electrical Assistant | Planning Assistant | #Productivity |  |  |  |  |
| IL | AG | Planning Assistant | Planning Assistant Grounding File | Control |  |  | #Control | Trigger Topic #Weekly Planning #TimeBlockPlanning  #FullCapture | Weekly Planning Review |  | Defines how the assistant structures the week. |
| OL | PRO | Planning Assistant | Planning Assistant Grounding File | Control |  |  | #TimeBlockPlanning | Trigger: “Run the weekly reporting” | JSON or Outlook Calendar entries | Initiates weekly reporting on TimeBlockPlanning. The report compares the accuracy of the planner tasks from the Full Capture Plan and Quarterly Plan with those from the Calendar. | Compare planner tasks from Full Capture and Quarterly Plan with actual calendar entries |
| OL | PRO | Planning Assistant | Planning Assistant Grounding File | Control |  |  | #OutlookMCP | Flagged email, new calendar event, or weekly review | Planner task creation, calendar sync, metadata tagging | Automates task creation and scheduling from Outlook | Automates task creation, scheduling, and weekly reporting using Outlook email and calendar data |
| OL | PRO | Planning Assistant | Planning Assistant Grounding File | Control | Outlook MCP Connector | Planner | #OutlookMCP #FullCapture | Email flagged in Outlook | Planner task created in appropriate bucket | Extracts email content and creates task with metadata | Automates Full Capture from email |
| OL | PRO | Planning Assistant | Planning Assistant Grounding File | Control | Outlook MCP Connector | Planner | #OutlookMCP #TimeBlockPlanning | New calendar event created | Planner task updated with actual time and notes | Matches calendar event to task and updates status | Syncs Time Block Planning with Planner |
| OL | PRO | Planning Assistant | Planning Assistant Grounding File | Control | Outlook MCP Connector | Weekly Review | #OutlookMCP #PlanningAccuracy #Simplification | Weekly trigger (Sunday evening) | Report comparing estimated vs actual time | Extracts time data from Planner and calendar | Supports planning accuracy and simplification |
| OL | PRO | Planning Assistant | Planning Assistant Grounding File | Control | Outlook MCP Connector | Planner | #OutlookMCP #TaskRouting | Email flagged with subject tag (e.g. #EICR) | Task routed to correct Planner bucket | Parses subject line and applies routing logic | Automates task triage and delegation |
| IL | REF | Electrical Assistant | Design and Costing Grounding File | Costing and Statement of Work | Electrical Assistant | Design and Costing Assistant | #Costing |  |  |  | Costings, Quotes and Statements of work will be created using a Design and Costing Assistant. |
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| OL | PRO | Electrical Assistant | Electrical Assistant Grounding File | EICR Process |  |  | #EICR |  |  |  | Outlines the EICR process at a high level. |
| AL | PRO | Electrical Assistant | Electrical Assistant Grounding File | Installation Process |  |  | #Install |  |  |  | Outlines the installation process at a high level |
| IL | AG | Electrical Assistant | Electrical Assistant Grounding File | Testing and Electrical Theory |  |  | #testing |  |  |  | Outline of the tests and kit. |
| IL | AG | Electrical Assistant | Electrical Assistant Grounding File | Testing and Electrical Theory |  |  | #testinginitial |  |  |  | Outline of initial testing |
| IL | AG | Electrical Assistant | Electrical Assistant Grounding File | Testing and Electrical Theory |  |  | #testingEICR |  |  |  | Outline of the tests relevant to EICR reporting. |
| IL | AG | Electrical Assistant | Electrical Assistant Grounding File | Testing and Electrical Theory |  |  | #testingtheory |  |  |  |  |
| IL | AG |  | Electrical Assistant Grounding File | Fault Finding |  |  | #faultfinding |  |  |  | An outline of fault-finding |
| IL | AG |  | Electrical Assistant Grounding File | Emergency Lighting |  |  | #emergencylighting |  |  |  | An outline emergency lighting design, installation, testing and maintenance. |
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**✅ Clear Definitions**

**🔹 Structural Type**

This describes the **function or role** of the row in the table. It tells you *what kind of logic or reference* the row represents.

| **Structural Type** | **Meaning** |
| --- | --- |
| **Agent Guide (AG)** | A section that defines how an assistant behaves or interprets information (interpretive logic) |
| **Reference (REF)** | A cross-reference to another assistant, file, or section—used to link logic or context |
| **Procedural (PRO)** | A step-by-step workflow or automation logic (e.g. “when X happens, do Y”) |
| **Primary Source Document (PSD)** | An authoritative external or official document (e.g. NICEIC guidance) |
| **Workflow File (WF)** | A file that defines operational steps or automation (e.g. Power Automate flows) |

**🔹 Layer**

This describes the **level of abstraction** or **type of logic** the row belongs to. It tells you *where in the assistant system* the logic sits.

| **Layer** | **Meaning** |
| --- | --- |
| **Interpretive Layer (IL)** | High-level reasoning, philosophy, or assistant guidance (e.g. grounding files) |
| **Operational Layer (OL)** | Day-to-day workflows, automation, and task execution (e.g. Planner flows, job lists) |
| **Authoritative Layer (AL)** | External standards, regulations, or official documents (e.g. BS 7671, Guidance Note 3) |

**🧠 How to Use Them Together**

Here’s how a few rows might look when the two are used correctly:

| **Structural Type** | **Layer** | **Agent** | **Section** | **Purpose** |
| --- | --- | --- | --- | --- |
| Agent Guide | Interpretive Layer | Planning Assistant | Weekly Template | Defines how the assistant structures your week |
| Procedural | Operational Layer | Design and Costing Assistant | Job Generation | Creates scoped job list when quote is accepted |
| Reference | Interpretive Layer | Electrical Assistant → Planning Assistant | Overview of Process | Links planning logic to electrical workflow |
| Primary Source Document | Authoritative Layer | Electrical Assistant | EICR Process | Aligns with BS 7671 and NICEIC guidance |