

# AI Readiness Assessment Report

Assessment completed on 7/8/2025

## AI-Generated Recommendations

### Strategy & Vision

Performance in Strategy & Vision is critically low (3.3/10), signaling an urgent need for a clearer, AI-driven direction. There is little evidence of long-term AGI planning, few personal or team AI objectives, and a lack of annual competitive benchmarking or customer alignment. While AI KPIs are present, most foundational elements for strategic transformation are missing. Immediate action is required to establish a bold AI vision and embed it into your business roadmap.

#### How You Performed

Current Score: 3.3 / 10 (33%)

Trend vs. Previous: First-time assessment

#### Key Best Practices

1. Review and update the 3-year vision and 1-year plan for explicit AI and AGI scenarios.
2. Require every team member to set personal, role-specific AI Rocks quarterly.
3. Annually benchmark AI ambition and customer fit against top competitors.

### Culture & Change-Readiness

Culture & Change-Readiness is weak (4/10), with signs of team discomfort around AI and little public celebration of AI wins or psychological safety for proposing automation ideas. While communication for tech change is strong, there is a lack of feedback loops and core values alignment. The main concern is resistance or disengagement, which, if unaddressed, will slow transformation.

#### How You Performed

Current Score: 4 / 10 (40%)

Trend vs. Previous: First-time assessment

#### Key Best Practices

1. Celebrate AI wins publicly to reinforce positive adoption and reduce fear.
2. Implement anonymous team/customer feedback loops on AI initiatives.
3. Make AI-aligned values explicit in hiring, recognition, and performance reviews.

### Skills & Literacy

Skills & Literacy are mid-range (6/10), reflecting partial coverage in training and champion roles, but onboarding and continuous upskilling are inconsistent. There is no mandatory AI learning for all, and onboarding processes lack AI literacy elements. The opportunity is to close these gaps, ensuring rapid, organization-wide skill growth.

## How You Performed

Current Score: 6 / 10 (60%)

Trend vs. Previous: First-time assessment

### Key Best Practices

1. Add AI literacy modules to new employee onboarding immediately.
2. Tailor semi-annual AI skill assessments and training plans by role.
3. Assign department-level AI Champions for peer guidance and support.

## Data & Information

Data & Information is a relative strength (7.5/10). Data is well centralized, tagged, and accessible, and first-party data enrichment is practiced. However, there are gaps in formal data strategy and ownership, which could create risk as AI initiatives scale. Closing these policy and stewardship gaps will future-proof your data foundation.

## How You Performed

Current Score: 7.5 / 10 (75%)

Trend vs. Previous: First-time assessment

### Key Best Practices

1. Appoint a single Data Champion to oversee end-to-end data practices.
2. Establish and review a one-page company-wide data strategy quarterly.
3. Maintain a living data-flow diagram to visualize and update integrations.

## Technology & Integration

Technology & Integration is moderate (6.3/10), with solid API exposure and integration platforms, but inconsistent adoption of AI-ready tools and cloud systems. Vendor vetting is strong, but legacy or closed systems may be impeding automation. Standardizing on modern, interoperable platforms will unlock greater process automation.

## How You Performed

Current Score: 6.3 / 10 (63%)

Trend vs. Previous: First-time assessment

### Key Best Practices

1. Standardize all core tools to be cloud-based and AI-ready (prefer open APIs).
2. Expand Make/n8n use for more cross-system automations.
3. Regularly audit tool stack for integration gaps or legacy holdovers.

## Process & Operations

Process & Operations is above average (7/10). Key, high-impact processes are mapped and metrics are tracked, but some SOPs do not flag automation opportunities and prioritization matrices are inconsistently used. There is strong meeting discipline around AI topics. Systematically flagging automation bottlenecks and using prioritization tools will further optimize operations.

#### How You Performed

Current Score: 7 / 10 (70%)

Trend vs. Previous: First-time assessment

#### Key Best Practices

1. Ensure every SOP flags pain points and automation candidates.
2. Apply a prioritization matrix to rank processes for automation quarterly.
3. Capture baseline process metrics (time, cost, errors) before any change.

## Governance, Ethics & Risk

Governance, Ethics & Risk is critically low (3.5/10), indicating major exposure. There is an absence of a plain-English Data & AI Policy, inconsistent compliance practices, no incident-response plan, and poor audit trails. The cross-functional AI Governance Team is a bright spot, but urgent action is needed to address policy, compliance, and risk management gaps.

#### How You Performed

Current Score: 3.5 / 10 (35%)

Trend vs. Previous: First-time assessment

#### Key Best Practices

1. Draft and publish a clear Data & AI Policy covering privacy, bias, and use.
2. Implement a lightweight incident-response plan for digital/data issues.
3. Maintain a 90-day audit trail of key-system changes.

## Financial & Resources

Financial & Resources is fair (5/10), with some proactive budgeting for AI, but inconsistent use of grants, tax credits, and TCO analysis. There is no systematic approach to external funding, which may limit scale. Immediate focus should be on maximizing financial leverage for AI adoption.

#### How You Performed

Current Score: 5 / 10 (50%)

Trend vs. Previous: First-time assessment

#### Key Best Practices

1. Track and apply for all relevant government AI grants or credits.
2. Include a dedicated AI budget for tools, training, and advisory in annual planning.
3. Run TCO checks before approving major AI investments.

# Top 5 AI Rocks for Next Quarter

Here are your highest-impact, easiest-to-implement AI rocks for the next 90 days:

1. Draft and publish a clear Data & AI Policy covering privacy, bias, and use.

Rationale: Closes critical governance gaps, reduces compliance risk, and builds organizational trust quickly.

2. Add AI literacy modules to new employee onboarding immediately.

Rationale: Rapidly boosts baseline skills and promotes a culture of AI fluency for all new hires.

3. Ensure every SOP flags pain points and automation candidates.

Rationale: Surfaces quick-win automation opportunities and creates a living pipeline for process improvement.

4. Appoint a single Data Champion to oversee end-to-end data practices.

Rationale: Clarifies accountability and ensures data quality, supporting future AI scaling and compliance.

5. Celebrate AI wins publicly to reinforce positive adoption and reduce fear.

Rationale: Drives cultural momentum, increases psychological safety, and motivates teams to engage with AI.

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By focusing on these five rocks, MyZone AI Ltd can urgently address its most critical risks and accelerate visible progress toward becoming an AI-first organization.