

## AI Act Quick Reference Card

### Key Dates & Deadlines

2024: AI Act enters force

Minimal: In effect now

Limited: Full compliance by end 2024

High-Risk: Mid-2026

### Risk Tiers

Minimal: Spam, autocomplete

Limited: ChatGPT, Canva, Xero

High: Biometric, hiring, credit

### Penalty Tiers

EUR 30M/6%

EUR 20M/4%

EUR 10M/2%

### Who's Responsible for What?

Deployers (Organizations using AI)	Providers (Companies selling AI)
Identify AI tools	Document features
Classify risk	Assess impact
Ensure transparency	Provide info
Document efforts	Fix risks
Get provider docs	Support audits

### Quick Start: Next 3 Steps

1. Use the **AI Inventory Template** to list every AI tool your organization uses
2. Classify each tool using the **Risk Classification Decision Tree**
3. Work through the **Compliance Checklist** to check off compliance items

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