

Agent Continuity Risk Checklist

A one-page planning aid for AI-agent succession, handoffs, recovery, and closure

How to use it: Mark Yes, No, or Unknown. Circle every No or Unknown and assign a person to resolve it.

Successor = current active agent | Predecessor = retired agent | Continuity event = one approved recovery attempt

1. Identity and purpose

- Active owner, archived predecessor, and business purpose are identifiable.
Response: Yes ☐ No ☐ Unknown ☐
- The request names one specific gap current evidence cannot close.
Response: Yes ☐ No ☐ Unknown ☐
- A human owner can approve or stop the continuity event.
Response: Yes ☐ No ☐ Unknown ☐

2. Sources and current state

- Approved source categories are named before recovery begins.
Response: Yes ☐ No ☐ Unknown ☐
- Current documents, other approved records, and validated backups were checked first.
Response: Yes ☐ No ☐ Unknown ☐
- The handoff distinguishes current, outdated, and unresolved information.
Response: Yes ☐ No ☐ Unknown ☐
- Evidence shows its source and date; inference stays separate.
Response: Yes ☐ No ☐ Unknown ☐

3. Authority and exclusions

- The predecessor cannot take ordinary work, approve decisions, make changes, or act outside recovery.
Response: Yes ☐ No ☐ Unknown ☐
- It can view only what the question requires, briefly and preferably without changing anything.
Response: Yes ☐ No ☐ Unknown ☐
- Credentials, secrets, unnecessary personal data, and unauthorized protected material are excluded.
Response: Yes ☐ No ☐ Unknown ☐
- We stop unless the right predecessor, unchanged archive, current sources, and allowed access are confirmed.
Response: Yes ☐ No ☐ Unknown ☐

4. Verification and receipt

- The successor checks recovered claims against current approved sources.
Response: Yes ☐ No ☐ Unknown ☐
- Conflicts and unresolved gaps remain visible, not silently merged.
Response: Yes ☐ No ☐ Unknown ☐
- The receiver records whether the bounded handoff was usable and what remains unresolved.
Response: Yes ☐ No ☐ Unknown ☐
- Higher-risk continuity work receives independent human review.
Response: Yes ☐ No ☐ Unknown ☐

5. Closure and retirement

- The recovery event has an end time and a named person responsible for closing it.
Response: Yes ☐ No ☐ Unknown ☐
- The event is explicitly closed and the predecessor returns to archive.
Response: Yes ☐ No ☐ Unknown ☐
- Qualified owners separately handle retention, deletion, legal-hold, privacy, and records duties.
Response: Yes ☐ No ☐ Unknown ☐

Pause gate

Do not reactivate unless you can confirm the right archived predecessor, an unchanged archive, current-source checks, allowed access, and a safe place for the narrow review. The response is candidate evidence - not truth.

Next step

Request an Agent Continuity Risk Review to map dependencies, handoff gaps, and a right-sized plan. No certification or implementation is included.

Planning aid only. Not legal, security, privacy, records, or compliance certification. 'Passkey' is a metaphor - never a credential.