

Ops Data Readiness Checklist

CTA word: READY

For operators bringing in a forward-deployed engineer. If these answers are fuzzy, fix data before prompts.

A. Identity and master data

- ☐ Single SKU / item id across systems (or a maintained map)
- ☐ Customer / vendor ids stable
- ☐ Location / bin hierarchy documented
- ☐ Units of measure normalized or converted explicitly

B. Transactions the agent will read

- ☐ Orders, shipments, receipts, adjustments - API or export path named
- ☐ Historical depth available (how many months?)
- ☐ Timezone and as-of semantics understood

C. Writes (if any)

- ☐ Which documents an integration may create
- ☐ Idempotency keys possible
- ☐ Soft-delete / reverse procedures known

D. Quality signals

- ☐ Duplicate rate estimate for key entities
- ☐ Null-rate on fields the agent needs
- ☐ Last cycle-count / reconciliation date

E. Access

- ☐ Non-prod environment with realistic data (or scrubbed)
- ☐ Service account path (not a personal login)
- ☐ Change window / CAB requirements written

F. People

- ☐ Data steward named
- ☐ Ops SME named for exception truth
- ☐ Security contact for access tickets

Readiness score

Count checked boxes / total. Below about 70%: spend the first week on data, not model demos.

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