

GOVERNED AI

PROOF AI Governance and Processing Statement

How OpenAI is used, how authority is constrained and how CRM-write controls preserve human decisions.

PUBLIC AND PROCUREMENT DOCUMENT

Version 1.1 | 20 September 2026 | proofhq.io/trust

The current signed agreement controls where it differs from this document.

PURPOSE

AI assists the work without becoming the authority.

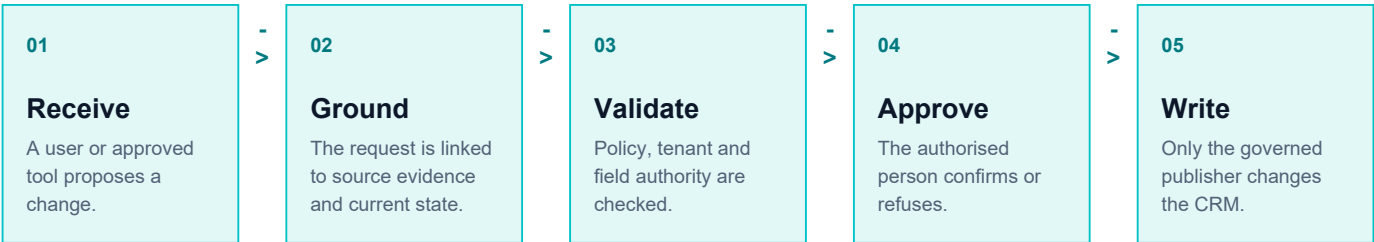
PROOF uses OpenAI for governed drafting, narration, retrieval and transcription. AI output remains a proposal until an authorised person acts.

AI may	AI may not	Authority remains with
Draft and summarise	Invent a source or present a draft as verified evidence	The reviewing person
Retrieve cited records	Turn missing information into confidence	The governed evidence status
Prepare explanations	Score or judge an individual	The accountable Manager or Revenue Leader
Propose a CRM change	Write a critical field without authority	The configured approval path

No autonomous truth A model response cannot create verified evidence on its own.	No silent confirmation Buyer-confirmed evidence requires the buyer's explicit response.
No model arithmetic for governed numbers Deterministic application logic owns governed calculations.	No worker scoring PROOF does not use AI to evaluate individual performance or productivity.

External AI tools cannot bypass the decision boundary.

PROOF treats a proposed CRM change as a governed action, not as a model completion. Evidence, authority and the requested change remain inspectable.



Evidence retained for the decision

Proposal What the AI or connected tool suggested.	Evidence The sources and deal state available at that time.
Authority Who was permitted to decide and who acted.	Outcome Approved, corrected, refused or left unresolved.

The active route is disclosed for the deployment.

PROOF limits each AI request to the material needed for the task. The approved regional route, transfer mechanism and provider-retention position are confirmed in the applicable engagement documents.

Content minimisation The model receives the material needed for the specific task rather than a bulk export of the customer ledger.	Citation-bound narration Factual narrative is expected to work back to retrieved records and their current status.
Human oversight Users review generated content before a record, communication or consequential action exists.	Change control Provider, route and authority changes are versioned and require the same release discipline as other protected paths.

Current provider
OpenAI is the approved AI provider named in the current public Trust position. Deployment-specific route and transfer details are confirmed per engagement.

Contact

Security and AI-processing questions: security@proofhq.io