

AI Tool Register

One entry per tool — keep it current, review it periodically

■ Tool entry 1

Tool name and supplier: _____

Business owner (accountable person): _____

Purpose / approved uses: _____

Data entering the tool (classification): _____

Training and retention settings: _____

Account type (business / enterprise / free): _____

Users and access rights: _____

Approval status (approved / restricted / pilot / not approved / retired): _____

Restrictions: _____

Date approved: _____

Next review date: _____

■ Tool entry 2

Tool name and supplier: _____

Business owner (accountable person): _____

Purpose / approved uses: _____

Data entering the tool (classification): _____

Training and retention settings: _____

Account type (business / enterprise / free): _____

Users and access rights: _____

Approval status (approved / restricted / pilot / not approved / retired): _____

Restrictions: _____

Date approved: _____

Next review date: _____