

## CONTEXT INTEGRITY

# Context Quality Audit

A worksheet for finding stale, conflicting, missing, unowned, or weak context before AI relies on it.

**WHAT THIS TEMPLATE HELPS YOU DECIDE**

Audit the quality of source material, ownership, retrieval paths, freshness, authority, conflict handling, and citation readiness.

**BEST FOR**

- Teams building retrieval or knowledge assistants
- Operations with messy documents or conflicting sources
- Leaders who need confidence in AI-generated answers

**OUTPUTS**

- Context risk list
- Source authority map
- Remediation backlog

## STEP 1

# Frame the operating need

Start with the workflow, decision, owner, and business pressure. The template is useful only when it is grounded in a real operating moment.

## Operating frame

**Knowledge domain**

Policy, product, service, customer, finance, operations, or advisory knowledge.

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**Primary source set**

Name the folders, systems, documents, databases, or pages currently used.

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**Known trust issue**

Stale content, duplicate files, conflicting guidance, missing owner, or unclear access.

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## Readiness check

- Each source has an owner
- Freshness or last-reviewed state is visible
- Conflicting sources can be resolved
- Sensitive sources have permission boundaries
- AI outputs can cite or identify source evidence
- Weak context routes to review instead of false certainty

## STEP 2

# Map the architecture questions

Use this page to separate the parts of the system that need design before anyone jumps to tools, prompts, or implementation details.

## Design map

<b>Authority</b>	Which source is the system of record? _____
<b>Freshness</b>	When was the source last reviewed or updated? _____
<b>Completeness</b>	What context is missing for reliable output? _____
<b>Conflict</b>	Where do sources disagree, and who resolves that? _____
<b>Retrievability</b>	Can the right context be found at the right moment? _____

Context quality is model quality in operational clothing. Better retrieval cannot compensate for unowned, stale, or conflicting source material.

STEP 3

# Turn the answers into a brief

A strong brief makes the next decision easier: proceed, defer, redesign, govern, or assess more deeply before implementation.

## Decision brief

<b>Highest-risk source</b>	Which context creates the greatest chance of wrong output? _____
<b>Quick fix</b>	Which cleanup action improves reliability fastest? _____
<b>Owner needed</b>	Who must approve source changes or retire stale content? _____
<b>Audit cadence</b>	How often should this source set be reviewed? _____

### Strengthen context before scaling AI.

IntelliSync helps teams audit source authority, retrieval paths, and context governance before building AI workflows.

[Open Architecture Assessment](#)