Workshop 5

Code integration and action boundaries

One use case, one pilot action, one testable plan

240 minutes with IT, process and information security

Goal

Session outputs

System map with verified access

Action card and test matrix

Integration plan with approval conditions

240 minutes

Agenda and working rules

Systems and actions, then action card and operations

Handover, failure cases and integration plan

Read before write. Confirmation does not replace authorisation.

Worksheet 5.1

System map

System of record, module and object

Interface, identity and permissions

Owner, test environment and availability evidence

Activity: Complete one card per affected system

Action types

Read Prepare Execute

Reading changes no business data

Preparing creates a draft with no effect yet

Executing changes data or starts a process

Worksheet 5.2

Approval levels 0 to 3

0 Read only

1 Explicit confirmation

2 Additional authorised approval

3 Humans only

Worksheet 5.3

Authorisation and confirmation

The target system checks identity, role and limits

The voice reads the action, target and values

A changed proposal requires new confirmation

Worksheet 5.3

Duplicates and unknown status

A unique ID for each action

Duplicate confirmation causes no second change

After disconnect, establish the actual state first

Worksheet 5.3

Recovery and failure wording

Who can reverse or compensate, and by when?

Report success only after verified results

An unknown status remains explicitly unknown

Worksheet 5.4

Operating requirements by data flow

Audio, recognition, KSE, response, output, logs, action

Separate requirement and confirmed implementation

Verify location, operator, retention and outage path

Worksheet 5.5

Human handover

Trigger, recipient and channel

Service hours and unavailable-recipient fallback

Necessary context and acknowledged receipt

Worksheet 5.7

Required test cases

Normal path and misheard value

Duplicate confirmation and disconnect

System outage and missing permission

Instruction in a source and tested recovery

Acceptance

Evidence beyond the conversation

Expected target-system state

Observed result with evidence reference

Passed, open or failed

Test status

Tabletop and technical test

ACT-51: two confirmations, both references D-81, one draft on the tabletop card.

ACT-52: sent, receipt unknown. What can you do next?

Save the two cases separately on 5.7. Which target-system evidence is missing?

Worksheet 5.6

Integration plan

Phase 1 Reading, phase 2 Drafts, phase 3 Pilot action

Prerequisites and approval for each phase

Missing mandatory information blocks the affected step

Close

Decision and next steps

Selected scope and explicitly excluded actions

Task, owner and due date

Outcome document within five working days

Current process design

Five traceable processing states

Understood: request identified, no action yet

Prepared: draft ready, sending still open

Sent and accepted remain separate

Completed requires the defined completion evidence