

Generative AI strategy template

Section	Guiding prompts	Your response
Vision and objectives	What do you want to achieve with GenAI? How does this align with your organisation's mission/values?	
Priority areas for use	What processes or services could benefit from GenAI?	
Ethical and legal considerations	How will you address ethical concerns? (e.g., transparency, fairness, data privacy.) Are there compliance issues to consider?	
Risk management	What are the risks (e.g., hallucinations, IP issues.)? How will you mitigate them?	
Skills and training	What new skills or training will staff need to work effectively with GenAI tools?	
Governance and oversight	Who will oversee GenAI use? How will decisions about AI implementation and evaluation be made?	
Measuring success	How will you measure the effectiveness and impact of GenAI in your organisation? (e.g., KPIs, ROI.)	
Next steps	What are the immediate actions? (e.g., pilot projects, policy development, vendor assessment.)	