

AI Disclosure Statement Template

AI Evidence Disclosure Standard v1

1. Disclosure Overview — Describe the context and purpose of this AI disclosure.
2. AI Tools Used — List each AI tool, version/model, and its purpose.
3. Scope of AI Use — Detail what tasks AI assisted with (drafting, analysis, summarisation, etc.).
4. Review and Verification — Document who reviewed AI outputs and what modifications were made.
5. Limitations and Caveats — Note any known limitations of the AI tools used.
6. Signoff — Name, role, date, and signature of the person making this disclosure.

This is a template document for process documentation purposes only.

It does not constitute legal advice.