GSDC
Global Skill Development Council

CERTIFIED ISO 42001:2023 LEAD AUDITOR

BOOK OF KNOWLEDGE

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CERTIFIED ISO 42001:2023 LEAD AUDITOR (BOK)

A comprehensive guide to the knowledge and skills required for ISO 42001:2023

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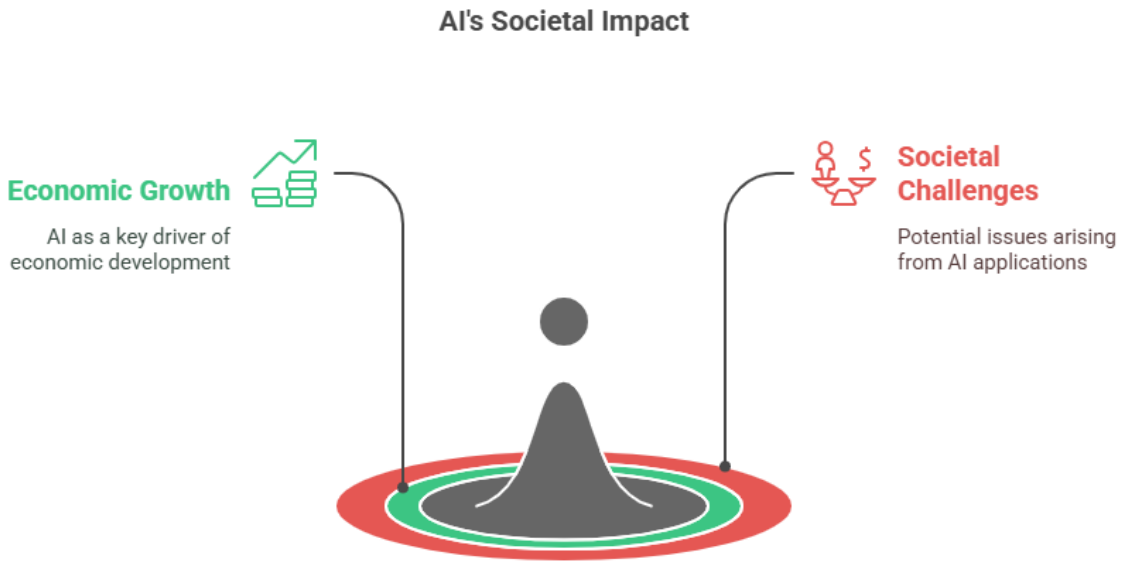
INTRODUCTION

Artificial intelligence (AI) is increasingly applied across all sectors utilizing information technology and is expected to be one of the main economic drivers. A consequence of this trend is that certain applications can give rise to societal challenges over the coming years.



This document intends to help organizations responsibly perform their role with respect to AI systems (e.g. to use, develop, monitor or provide products or services that utilize AI). AI potentially raises specific considerations such as:

- The use of AI for automatic decision-making, sometimes in a non-transparent and non-explainable way, can require specific management beyond the management of classical IT systems.
- The use of data analysis, insight and machine learning, rather than human-coded logic to design systems, both increases the application opportunities for AI systems and changes the way that such systems are developed, justified and deployed.
- AI systems that perform continuous learning change their behaviour during use. They require special consideration to ensure their responsible use continues with changing behaviour.

This document provides requirements for establishing, implementing, maintaining and continually improving an AI management system within the context of an organization. Organizations are expected to focus their application of requirements on features that are unique to AI. Certain features of AI, such as the ability to continuously learn and improve or a lack of transparency or

explainability, can warrant different safeguards if they raise additional concerns compared to how the task would traditionally be performed. The adoption of an AI management system to extend the existing management structures is a strategic decision for an organization.

The organization's needs and objectives, processes, size and structure as well as the expectations of various interested parties influence the establishment and implementation of the AI management system. Another set of factors that influence the establishment and implementation of the AI management system are the many use cases for AI and the need to strike the appropriate balance between governance mechanisms and innovation. Organizations can elect to apply these requirements using a risk-based approach to ensure that the appropriate level of control is applied for the particular AI use cases, services or products within the organization's scope. All these influencing factors are expected to change and be reviewed from time to time.

The AI management system should be integrated with the organization's processes and overall management structure. Specific issues related to AI should be considered in the design of processes, information systems and controls. Crucial examples of such management processes are:

- determination of organizational objectives, involvement of interested parties and organizational policy;
- management of risks and opportunities;
- processes for the management of concerns related to the trustworthiness of AI systems such as security, safety, fairness, transparency, data quality and quality of AI systems throughout their life cycle;
- processes for the management of suppliers, partners and third parties that provide or develop AI systems for the organization.

This document provides guidelines for the deployment of applicable controls to support such processes.

This document avoids specific guidance on management processes. The organization can combine generally accepted frameworks, other International Standards and its own experience to implement crucial processes such as risk management, life cycle management and data quality management which are appropriate for the specific AI use cases, products or services within the scope.

An organization conforming with the requirements in this document can generate evidence of its responsibility and accountability regarding its role with respect to AI systems.

The order in which requirements are presented in this document does not reflect their importance or imply the order in which they are implemented. The list items are enumerated for reference purposes only.

Compatibility with other management system standards

This document applies the harmonized structure (identical clause numbers, clause titles, text and common terms and core definitions) developed to enhance alignment among management system standards (MSS). The AI management system provides requirements specific to managing the issues and risks arising from using AI in an organization. This common approach facilitates implementation and consistency with other management system standards, e.g. related to quality, safety, security and privacy.

1. SCOPE

This document specifies the requirements and provides guidance for establishing, implementing, maintaining and continually improving an AI (artificial intelligence) management system within the context of an organization.

This document is intended for use by an organization providing or using products or services that utilize AI systems. This document is intended to help the organization develop, provide or use AI systems responsibly in pursuing its objectives and meet applicable requirements, obligations related to interested parties and expectations from them.

This document is applicable to any organization, regardless of size, type and nature, that provides or uses products or services that utilize AI systems.

2. NORMATIVE REFERENCES

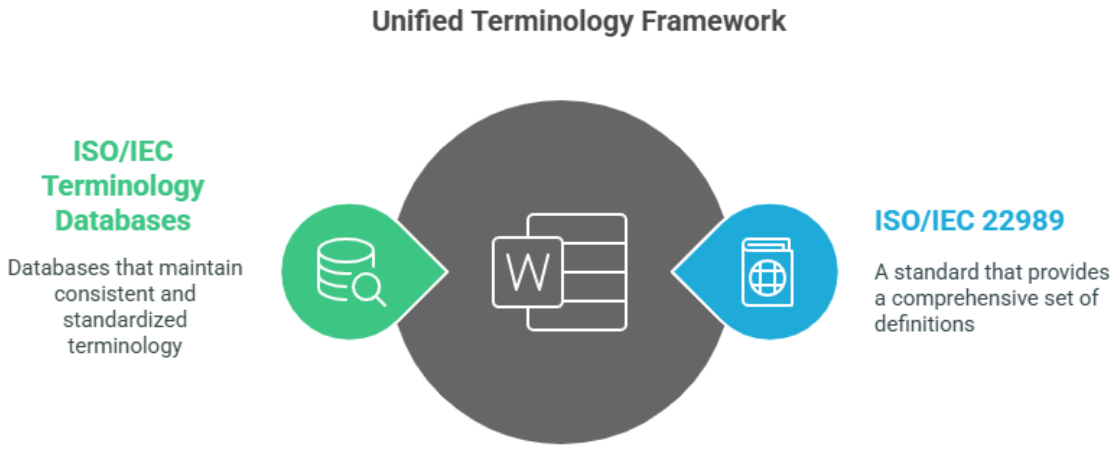
The following documents are referred to in the text in such a way that some or all of their content constitutes requirements of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

ISO/IEC 22989:2022, Information technology — Artificial intelligence — Artificial intelligence concepts and terminology

3. TERMS AND DEFINITIONS

For the purposes of this document, the terms and definitions given in ISO/IEC 22989 and the following apply.

ISO and IEC maintain terminology databases for use in standardization at the following addresses:



- ISO Online browsing platform: available at https://www.iso.org/obp
- IEC Electropedia: available at https://www.electropedia.org/

3.1 organization

person or group of people that has its own functions with responsibilities, authorities and relationships to achieve its objectives (3.6)

Note 1 to entry: The concept of organization includes, but is not limited to, sole-trader, company, corporation, firm, enterprise, authority, partnership, charity or institution or part or combination thereof, whether incorporated or not, public or private.

Note 2 to entry: If the organization is part of a larger entity, the term "organization" refers only to the part of the larger entity that is within the scope of the AI management system (3.4).

3.2 Interested party

person or organization (3.1) that can affect, be affected by, or perceive itself to be affected by a decision or activity

Note 1 to entry: An overview of interested parties in AI is provided in ISO/IEC 22989:2022, 5.19.

3.3 top management

person or group of people who directs and controls an organization (3.1) at the highest level

Note 1 to entry: Top management has the power to delegate authority and provide resources within the organization.

Note 2 to entry: If the scope of the management system (3.4) covers only part of an organization, then top management refers to those who direct and control that part of the organization.

3.4 management system

set of interrelated or interacting elements of an organization (3.1) to establish policies (3.5) and objectives (3.6), as well as processes (3.8) to achieve those objectives

Note 1 to entry: A management system can address a single discipline or several disciplines.

Note 2 to entry: The management system elements include the organization's structure, roles and responsibilities, planning and operation.

3.5 policy

intentions and direction of an organization (3.1) as formally expressed by its top management (3.3)

3.6 objective result to be achieved

Note 1 to entry: An objective can be strategic, tactical, or operational.

Note 2 to entry: Objectives can relate to different disciplines (such as finance, health and safety, and environment). They can be, for example, organization-wide or specific to a project, product or process (3.8).

Note 3 to entry: An objective can be expressed in other ways, e.g. as an intended result, as a purpose, as an operational criterion, as an AI objective or by the use of other words with similar meaning (e.g. aim, goal, or target).

Note 4 to entry: In the context of AI management systems (3.4), AI objectives are set by the organization (3.1), consistent with the AI policy (3.5), to achieve specific results.

3.7 risk effect of uncertainty

Note 1 to entry: An effect is a deviation from the expected — positive or negative.

Note 2 to entry: Uncertainty is the state, even partial, of deficiency of information related to, understanding or knowledge of, an event, its consequence, or likelihood.

Note 3 to entry: Risk is often characterized by reference to potential events (as defined in ISO Guide 73) and consequences (as defined in ISO Guide 73), or a combination of these.

Note 4 to entry: Risk is often expressed in terms of a combination of the consequences of an event (including changes in circumstances) and the associated likelihood (as defined in ISO Guide 73) of occurrence.

3.8 process

set of interrelated or interacting activities that uses or transforms inputs to deliver a result

Note 1 to entry: Whether the result of a process is called an output, a product or a service depends on the context of the reference.

3.9 competence

ability to apply knowledge and skills to achieve intended results

3.10 documented information

information required to be controlled and maintained by an organization (3.1) and the medium on which it is contained

Note 1 to entry: Documented information can be in any format and media and from any source.

Note 2 to entry: Documented information can refer to:

- the management system (3.4), including related processes (3.8);
- information created in order for the organization to operate (documentation);
- evidence of results achieved (records).

3.11 performance measurable result

Note 1 to entry: Performance can relate either to quantitative or qualitative findings.

Note 2 to entry: Performance can relate to managing activities, processes (3.8), products, services, systems or organizations (3.1).

Note 3 to entry: In the context of this document, performance refers both to results achieved by using AI systems and results related to the AI management system (3.4). The correct interpretation of the term is clear from the context of its use.

3.12 continual improvement

recurring activity to enhance performance (3.11)

3.13 effectiveness

extent to which planned activities are realized and planned results are achieved

3.14 requirement

need or expectation that is stated, generally implied or obligatory

Note 1 to entry: "Generally implied" means that it is custom or common practice for the organization (3.1) and interested parties (3.2) that the need or expectation under consideration is implied.

Note 2 to entry: A specified requirement is one that is stated, e.g. in documented information (3.10).

3.15 conformity

fulfilment of a requirement (3.14)

3.16 nonconformity

non-fulfilment of a requirement (3.14)

3.17 corrective action

action to eliminate the cause(s) of a nonconformity (3.16) and to prevent recurrence

3.18 audit

systematic and independent process (3.8) for obtaining evidence and evaluating it objectively to determine the extent to which the audit criteria are fulfilled

Note 1 to entry: An audit can be an internal audit (first party) or an external audit (second party or third party), and it can be a combined audit (combining two or more disciplines).

Note 2 to entry: An internal audit is conducted by the organization (3.1) itself, or by an external party on its behalf.

Note 3 to entry: "Audit evidence" and "audit criteria" are defined in ISO 19011.

3.19 measurement

process (3.8) to determine a value

3.20 monitoring

determining the status of a system, a process (3.8) or an activity

Note 1 to entry: To determine the status, there can be a need to check, supervise or critically observe.

3.21 control

<risk> measure that maintains and/or modifies risk (3.7)

Note 1 to entry: Controls include, but are not limited to, any process, policy, device, practice or other conditions and/or actions which maintain and/or modify risk.

Note 2 to entry: Controls may not always exert the intended or assumed modifying effect.

[SOURCE: ISO 31000:2018, 3.8, modified — Added <risk> as application domain]

3.22 governing body

person or group of people who are accountable for the performance and conformance of the organization

Note 1 to entry: Not all organizations, particularly small organizations, will have a governing body separate from top management.

Note 2 to entry: A governing body can include, but is not limited to, board of directors, committees of the board, supervisory board, trustees or overseers.

[SOURCE: ISO/IEC 38500:2015, 2.9, modified — Added Notes to entry.]

3.23 Information Security

preservation of confidentiality, integrity and availability of information

Note 1 to entry: Other properties such as authenticity, accountability, non-repudiation and reliability can also be involved.

[SOURCE: ISO/IEC 27000:2018, 3.28]

3.24 AI system impact assessment

formal, documented process by which the impacts on individuals, groups of individuals, or both, and societies are identified, evaluated and addressed by an organization developing, providing or using products or services utilizing artificial intelligence

3.25 Data quality

characteristic of data that the data meet the organization's data requirements for a specific context [SOURCE: ISO/IEC 5259-1:—), 3.4]

3.26 Statement of applicability

documentation of all necessary controls (3.23) and justification for inclusion or exclusion of controls

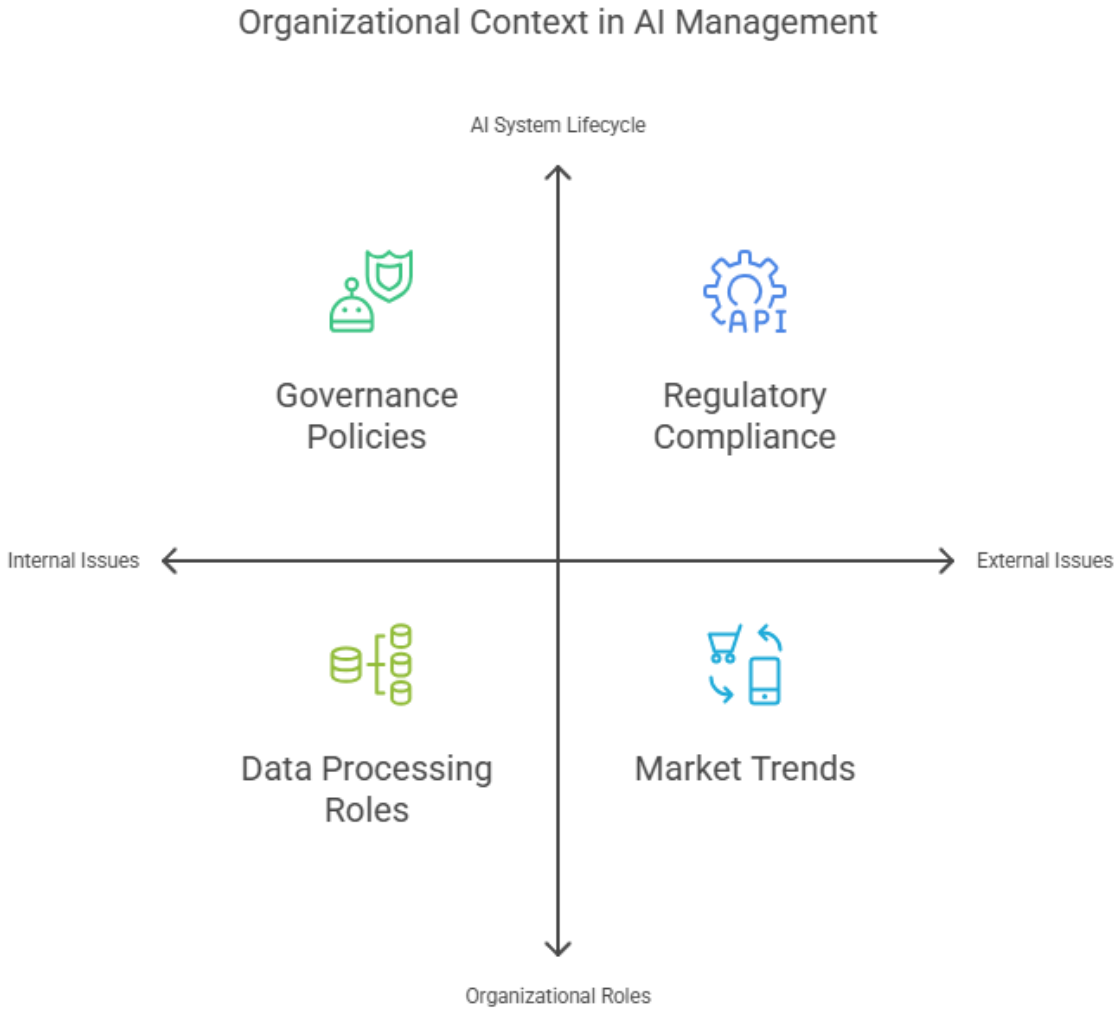
Note 1 to entry: Organizations may not require all controls listed in Annex A or may even exceed the list in Annex A with additional controls established by the organization itself.

Note 2 to entry: All identified risks shall be documented by the organization according to the requirements of this document. All identified risks and the risk management measures (controls) established to address them shall be reflected in the statement of applicability.

4. CONTEXT OF THE ORGANIZATION

4.1 Understanding the organization and its context

The organization shall determine external and internal issues that are relevant to its purpose and that affect its ability to achieve the intended result(s) of its AI management system.



The organization shall determine whether climate change is a relevant issue.

The organization shall consider the intended purpose of the AI systems that are developed, provided or used by the organization. The organization shall determine its roles with respect to these AI systems.

NOTE 1 To understand the organization and its context, it can be helpful for the organization to determine its role relative to the AI system. These roles can include, but are not limited to, one or more of the following:

- AI providers, including AI platform providers, AI product or service providers;
- AI producers, including AI developers, AI designers, AI operators, AI testers and evaluators, AI deployers, AI human factor professionals, domain experts, AI impact assessors, procurers, AI governance and oversight professionals;
- AI customers, including AI users;
- AI partners, including AI system integrators and data providers;
- AI subjects, including data subjects and other subjects;
- relevant authorities, including policymakers and regulators.

A detailed description of these roles is provided by ISO/IEC 22989. Furthermore, the types of roles and their relationship to the AI system life cycle are also described in the NIST AI risk management framework.[29] The organization's roles can determine the applicability and extent of applicability of the requirements and controls in this document.

NOTE 2 External and internal issues to be addressed under this clause can vary according to the organization's roles and jurisdiction and their impact on its ability to achieve the intended outcome(s) of its AI management system. These can include, but are not limited to:

a) external context related considerations such as:

1) applicable legal requirements, including prohibited uses of AI;
2) policies, guidelines and decisions from regulators that have an impact on the interpretation or enforcement of legal requirements in the development and use of AI systems;
3) incentives or consequences associated with the intended purpose and the use of AI systems;
4) culture, traditions, values, norms and ethics with respect to development and use of AI;
5) competitive landscape and trends for new products and services using AI systems;

b) internal context related considerations such as:

1) organizational context, governance, objectives (see 6.2), policies and procedures;
2) contractual obligations;
3) intended purpose of the AI system to be developed or used.

NOTE 3 Role determination can be formed by obligations related to categories of data the organization processes (e.g. personally identifiable information (PII) processor or PII controller when processing PII). See ISO/IEC 29100 for PII and related roles. Roles can also be informed by legal requirements specific to AI systems.

4.2 Understanding the needs and expectations of interested parties

The organization shall determine:

- the interested parties that are relevant to the AI management system;
- the relevant requirements of these interested parties;
- which of these requirements will be addressed through the AI management system.

NOTE Relevant interested parties can have requirements related to climate change.

4.3 Determining the scope of the AI management system

The organization shall determine the boundaries and applicability of the AI management system to establish its scope.

When determining this scope, the organization shall consider:

- the external and internal issues referred to in 4.1;
- the requirements referred to in 4.2.

The scope shall be available as documented information.

The scope of the AI management system shall determine the organization's activities with respect to this document's requirements on the AI management system, leadership, planning, support, operation, performance, evaluation, improvement, controls and objectives.

4.4 AI management system

The organization shall establish, implement, maintain, continually improve and document an AI management system, including the processes needed and their interactions, in accordance with the requirements of this document.

5. LEADERSHIP

5.1 Leadership and commitment

Top management shall demonstrate leadership and commitment with respect to the AI management system by:

- Ensuring that the AI policy (see 5.2) and AI objectives (see 6.2) are established and are compatible with the strategic direction of the organization;
- ensuring the integration of the AI management system requirements into the organization's business processes;
- ensuring that the resources needed for the AI management system are available;
- communicating the importance of effective AI management and of conforming to the AI management system requirements;
- ensuring that the AI management system achieves its intended result(s);
- directing and supporting persons to contribute to the effectiveness of the AI management system;
- promoting continual improvement;
- supporting other relevant roles to demonstrate their leadership as it applies to their areas of responsibility.

NOTE 1 Reference to “business” in this document can be interpreted broadly to mean those activities that are core to the purposes of the organization’s existence.

NOTE 2 Establishing, encouraging and modelling a culture within the organization, to take a responsible approach to using, development and governing AI systems can be an important demonstration of commitment and leadership by top management. Ensuring awareness of and compliance with such a responsible approach and in support of the AI management system through leadership can aid the success of the AI management system.

5.2 AI policy

Top management shall establish an AI policy that:

a) is appropriate to the purpose of the organization;

b) provides a framework for setting AI objectives (see 6.2);

c) includes a commitment to meet applicable requirements;

d) includes a commitment to continual improvement of the AI management system.

The AI policy shall:

- be available as documented information;
- refer as relevant to other organizational policies;
- be communicated within the organization;
- be available to interested parties, as appropriate.

Control objectives and controls for establishing an AI policy are provided in A.2 in Table A.1. Implementation guidance for these controls is provided in B.2.

NOTE Considerations for organizations when developing AI policies are provided in ISO/IEC 38507.

5.3 Roles, responsibilities and authorities

Top management shall ensure that the responsibilities and authorities for relevant roles are assigned and communicated within the organization.

Top management shall assign the responsibility and authority for:

a) ensuring that the AI management system conforms to the requirements of this document;

b) reporting on the performance of the AI management system to top management.

NOTE A control for defining and allocating roles and responsibilities is provided in A.3.2 in Table A.1. Implementation guidance for this control is provided in B.3.2.

6. PLANNING

6.1 Actions to address risks and opportunities

6.1.1 General

When planning for the AI management system, the organization shall consider the issues referred to in 4.1 and the requirements referred to in 4.2 and determine the risks and opportunities that need to be addressed to:

- give assurance that the AI management system can achieve its intended result(s);
- prevent or reduce undesired effects; — achieve continual improvement.
- The organization shall establish and maintain AI risk criteria that support:
- distinguishing acceptable from non-acceptable risks;
- performing AI risk assessments;
- conducting AI risk treatment; — assessing AI risk impacts.

NOTE 1 Considerations to determine the amount and type of risk that an organization is willing to pursue or retain are provided in ISO/IEC 38507 and ISO/IEC 23894.

The organization shall determine the risks and opportunities according to:

- the domain and application context of an AI system;
- the intended use;
- the external and internal context described in 4.1.

NOTE 2 More than one AI system can be considered in the scope of the AI management system. In this case the determination of opportunities and uses is performed for each AI system or groupings of AI systems.

The organization shall plan:

a) actions to address these risks and opportunities;

b) how to:

1) integrate and implement the actions into its AI management system processes;

2) evaluate the effectiveness of these actions.

The organization shall retain documented information on actions taken to identify and address AI risks and AI opportunities.

NOTE 3 Guidance on how to implement risk management for organizations developing, providing or using AI products, systems and services is provided in ISO/IEC 23894.

NOTE 4 The context of the organization and its activities can have an impact on the organization's risk management activities.

NOTE 5 The way of defining risk and therefore of envisioning risk management can vary across sectors and industries. The definition of risk in 3.7 allows a broad vision of risk adaptable to any sector, such as the sectors mentioned in Annex D. In any case, it is the role of the organization, as part of risk assessment, to first adopt a vision of risk adapted to its context. This can include approaching risk through definitions used in sectors where the AI system is developed for and used, such as the definition from ISO/IEC Guide 51.

6.1.2 AI risk assessment

The organization shall define and establish an AI risk assessment process that:

a) is informed by and aligned with the AI policy (see 5.2) and AI objectives (see 6.2);

NOTE When assessing the consequences as part of 6.1.2 d) 1), the organization can utilize an AI system impact assessment as indicated in 6.1.4.

b) is designed such that repeated AI risk assessments can produce consistent, valid and comparable results;

c) identifies risks that aid or prevent achieving its AI objectives;

d) analyses the AI risks to:

1) assess the potential consequences to the organization, individuals and societies that would result if the identified risks were to materialize;

2) assess, where applicable, the realistic likelihood of the identified risks;

3) determine the levels of risk;

e) evaluates the AI risks to:

1) compare the results of the risk analysis with the risk criteria (see 6.1.1);

2) prioritize the assessed risks for risk treatment.

The organization shall retain documented information about the AI risk assessment process.

6.1.3 AI risk treatment

Taking the risk assessment results into account, the organization shall define an AI risk treatment process to:

a) select appropriate AI risk treatment options;

b) determine all controls that are necessary to implement the AI risk treatment options chosen and compare the controls with those in Annex A to verify that no necessary controls have been omitted;

NOTE 1 Annex A provides reference controls for meeting organizational objectives and addressing risks related to the design and use of AI systems.

c) consider the controls from Annex A that are relevant for the implementation of the AI risk treatment options;

d) identify if additional controls are necessary beyond those in Annex A in order to implement all risk treatment options;

e) consider the guidance in Annex B for the implementation of controls determined in b) and c);

NOTE 2 Control objectives are implicitly included in the controls chosen. The organization can select an appropriate set of control objectives and controls from Annex A. The Annex A controls are not exhaustive and additional control objectives and controls can be needed. If different or additional controls are necessary beyond those in Annex A, the organization can design such controls or take them from existing sources. AI risk management can be integrated in other management systems, if applicable.

f) produce a statement of applicability that contains the necessary controls [see b), c) and d)] and provide justification for inclusion and exclusion of controls. Justification for exclusion can include where the controls are not deemed necessary by the risk assessment and where they are not required by (or are subject to exceptions under) applicable external requirements.

NOTE 3 The organization can provide documented justifications for excluding any control objectives in general or for specific AI systems, whether those listed in Annex A or established by the organization itself. g) formulate an AI risk treatment plan.

The organization shall obtain approval from the designated management for the AI risk treatment plan and for acceptance of the residual AI risks. The necessary controls shall be:

- aligned to the objectives in 6.2;
- available as documented information;
- communicated within the organization;
- available to interested parties, as appropriate.

The organization shall retain documented information about the AI risk treatment process.

6.1.4 AI system impact assessment

The organization shall define a process for assessing the potential consequences for individuals or groups of individuals, or both, and societies that can result from the development, provision or use of AI systems.

The AI system impact assessment shall determine the potential consequences an AI system's deployment, intended use and foreseeable misuse has on individuals or groups of individuals, or both, and societies.

The AI system impact assessment shall take into account the specific technical and societal context where the AI system is deployed and applicable jurisdictions.

The result of the AI system impact assessment shall be documented. Where appropriate, the result of the system impact assessment can be made available to relevant interested parties as defined by the organization.

The organization shall consider the results of the AI system impact assessment in the risk assessment (see 6.1.2). A.5 in Table A.1 provides controls for assessing impacts of AI systems.

NOTE In some contexts (such as safety or privacy critical AI systems), the organization can require that discipline-specific AI system impact assessments (e.g. safety, privacy or security impact) be performed as part of the overall risk management activities of an organization.

6.2 AI objectives and planning to achieve them

The organization shall establish AI objectives at relevant functions and levels.

The AI objectives shall:

a) be consistent with the AI policy (see 5.2);

b) be measurable (if practicable);

c) take into account applicable requirements;

d) be monitored;

e) be communicated;

f) be updated as appropriate;

g) be available as documented information.

When planning how to achieve its AI objectives, the organization shall determine:

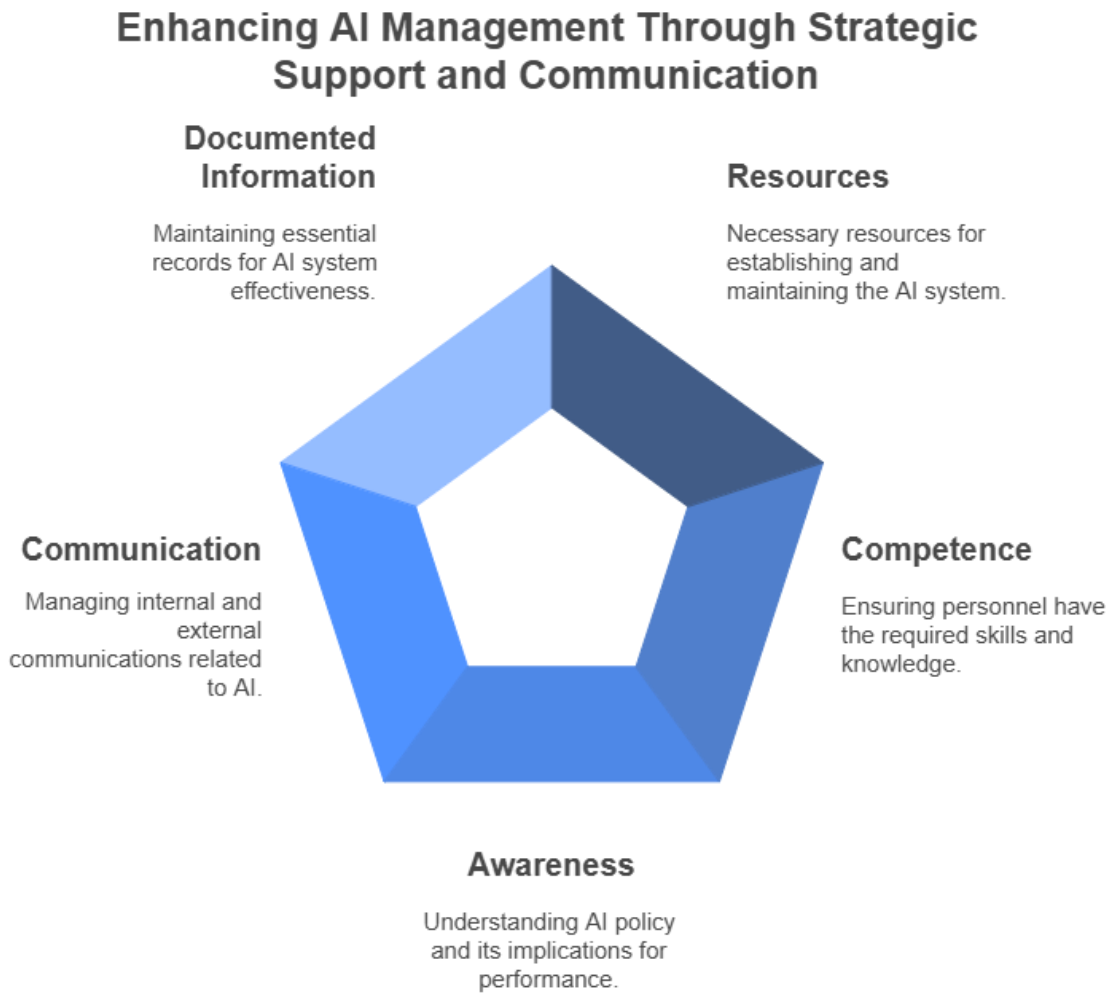
- what will be done;
- what resources will be required;
- who will be responsible;
- when it will be completed;
- how the results will be evaluated.

NOTE A non-exclusive list of AI objectives relating to risk management is provided in Annex C. Control objectives and controls for identifying objectives for responsible development and use of AI systems and measures to achieve them are provided in A.6.1 and A.9.3 in Table A.1. Implementation guidance for these controls is provided in B.6.1 and B.9.3.

6.3 Planning of changes

When the organization determines the need for changes to the AI management system, the changes shall be carried out in a planned manner.

7. SUPPORT



7.1 Resources

The organization shall determine and provide the resources needed for the establishment, implementation, maintenance and continual improvement of the AI management system.

NOTE Control objectives and controls for AI resources are provided in A.4 in Table A.1. Implementation guidance for these controls is provided in Clause B.4.

7.2 Competence

The organization shall:

- determine the necessary competence of person(s) doing work under its control that affects its AI performance;

- ensure that these persons are competent on the basis of appropriate education, training or experience;
- where applicable, take actions to acquire the necessary competence, and evaluate the effectiveness of the actions taken.

Appropriate documented information shall be available as evidence of competence.

NOTE 1 Implementation guidance for human resources including consideration of necessary expertise is provided in B.4.6.

NOTE 2 Applicable actions can include, for example: the provision of training to, the mentoring of, or the reassignment of currently employed persons; or the hiring or contracting of competent persons.

7.3 Awareness

Persons doing work under the organization's control shall be aware of:

- the AI policy (see 5.2);
- their contribution to the effectiveness of the AI management system, including the benefits of improved AI performance;
- the implications of not conforming with the AI management system requirements.

7.4 Communication

The organization shall determine the internal and external communications relevant to the AI management system including:

- what it will communicate;
- when to communicate;
- with whom to communicate;
- how to communicate.

7.5 Documented information

7.5.1 General

The organization's AI management system shall include:

a) documented information required by this document;

b) documented information determined by the organization as being necessary for the effectiveness of the AI management system.

NOTE The extent of documented information for an AI management system can differ from one organization to another due to:

- the size of organization and its type of activities, processes, products and services;

- the complexity of processes and their interactions;
- the competence of persons.

7.5.2 Creating and updating documented information

When creating and updating documented information, the organization shall ensure appropriate:

- identification and description (e.g. a title, date, author or reference number); — format (e.g. language, software version, graphics) and media (e.g. paper, electronic);
- review and approval for suitability and adequacy.

7.5.3 Control of documented information

Documented information required by the AI management system and by this document shall be controlled to ensure:

a) it is available and suitable for use, where and when it is needed;

b) it is adequately protected (e.g. from loss of confidentiality, improper use or loss of integrity).

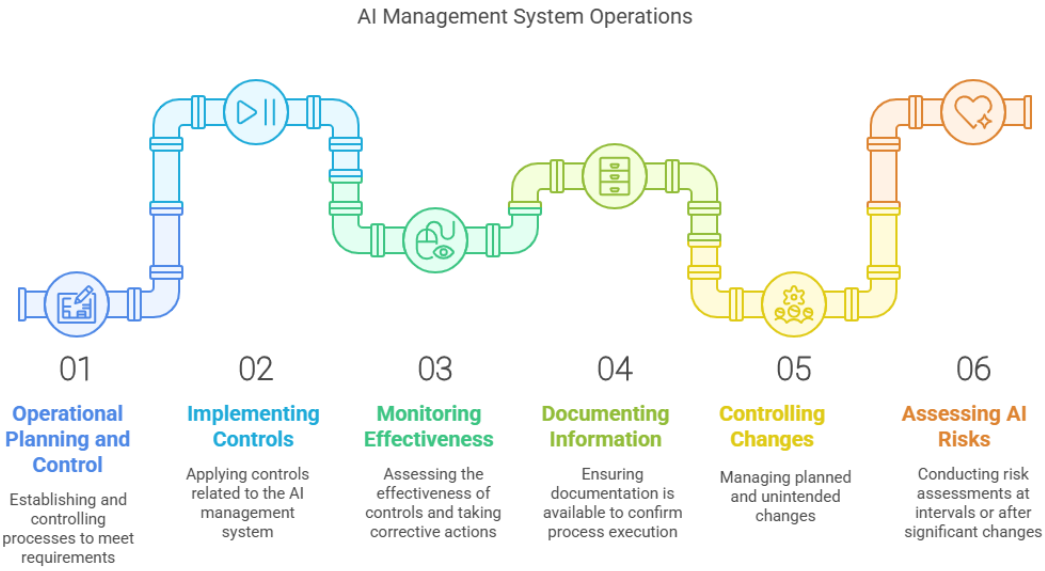
For the control of documented information, the organization shall address the following activities, as applicable:

- distribution, access, retrieval and use;
- storage and preservation, including preservation of legibility;
- control of changes (e.g. version control);
- retention and disposition.

Documented information of external origin determined by the organization to be necessary for the planning and operation of the AI management system shall be identified as appropriate and controlled.

NOTE Access can imply a decision regarding the permission to view the documented information only, or the permission and authority to view and change the documented information.

8. OPERATION



8.1 Operational planning and control

The organization shall plan, implement and control the processes needed to meet requirements, and to implement the actions determined in Clause 6, by:

- establishing criteria for the processes;
- implementing control of the processes in accordance with the criteria.

The organization shall implement the controls determined according to 6.1.3 that are related to the operation of the AI management system (e.g. AI system development and usage life cycle related controls).

The effectiveness of these controls shall be monitored and corrective actions shall be considered if the intended results are not achieved. Annex A lists reference controls and Annex B provides implementation guidance for them.

Documented information shall be available to the extent necessary to have confidence that the processes have been carried out as planned.

The organization shall control planned changes and review the consequences of unintended changes, taking action to mitigate any adverse effects, as necessary.

The organization shall ensure that externally provided processes, products or services that are relevant to the AI management system are controlled.

8.2 AI risk assessment

The organization shall perform AI risk assessments in accordance with 6.1.2 at planned intervals or when significant changes are proposed or occur.

The organization shall retain documented information of the results of all AI risk assessments.

8.3 AI risk treatment

The organization shall implement the AI risk treatment plan according to 6.1.3 and verify its effectiveness.

When risk assessments identify new risks that require treatment, a risk treatment process in accordance with 6.1.3 shall be performed for these risks.

When risk treatment options as defined by the risk treatment plan are not effective, these treatment options shall be reviewed and revalidated following the risk treatment process according to 6.1.3 and the risk treatment plan shall be updated.

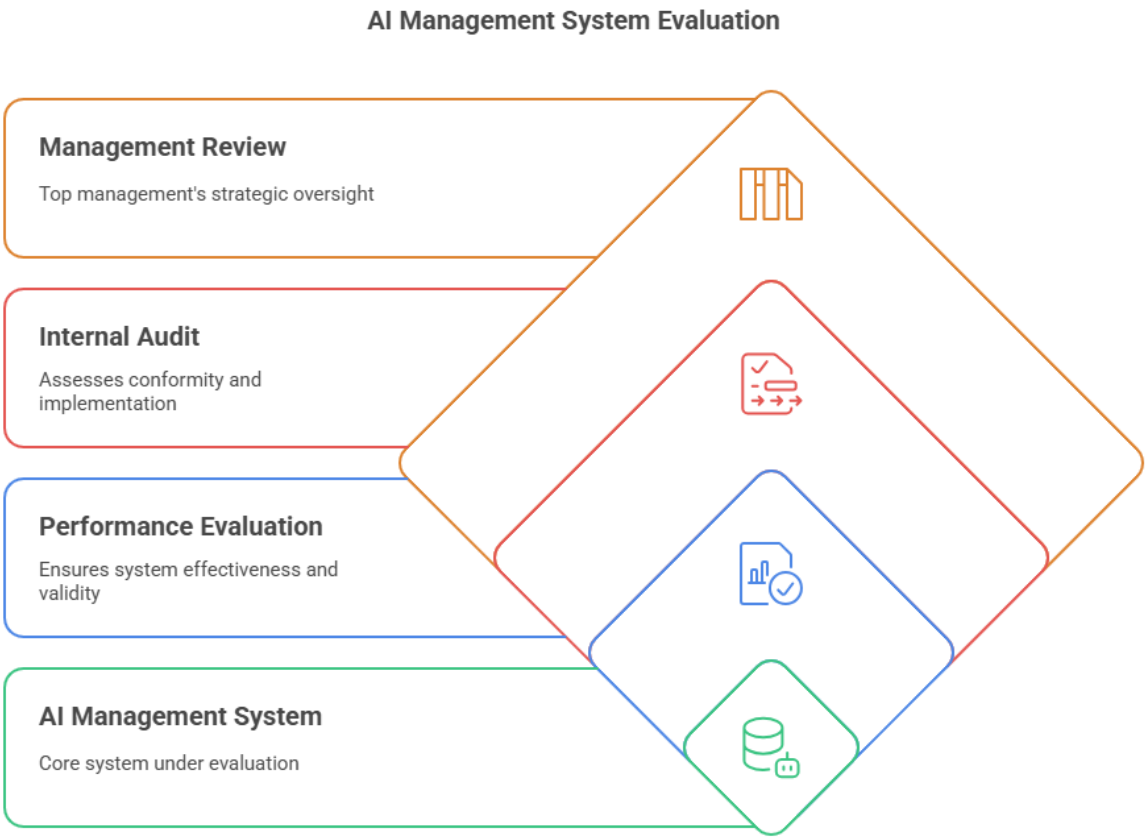
The organization shall retain documented information of the results of all AI risk treatments.

8.4 AI system impact assessment

The organization shall perform AI system impact assessments according to 6.1.4 at planned intervals or when significant changes are proposed to occur.

The organization shall retain documented information of the results of all AI system impact assessments.

9. PERFORMANCE EVALUATION



9.1 Monitoring, measurement, analysis and evaluation

The organization shall determine:

- what needs to be monitored and measured;
- the methods for monitoring, measurement, analysis and evaluation, as applicable, to ensure valid results;
- when the monitoring and measuring shall be performed;
- when the results from monitoring and measurement shall be analysed and evaluated.

Documented information shall be available as evidence of the results.

The organization shall evaluate the performance and the effectiveness of the AI management system.

9.2 Internal audit

9.2.1 General

The organization shall conduct internal audits at planned intervals to provide information on whether the AI management system:

a) conforms to:

1) the organization's own requirements for its AI management system;

2) the requirements of this document;

b) is effectively implemented and maintained.

9.2.2 Internal audit programme

The organization shall plan, establish, implement and maintain (an) audit programme(s), including the frequency, methods, responsibilities, planning requirements and reporting.

When establishing the internal audit programme(s), the organization shall consider the importance of the processes concerned and the results of previous audits.

The organization shall:

a) define the audit objectives, criteria and scope for each audit;

b) select auditors and conduct audits to ensure objectivity and the impartiality of the audit process;

c) ensure that the results of audits are reported to relevant managers.

Documented information shall be available as evidence of the implementation of the audit programme(s) and the audit results.

9.3 Management review

9.3.1 General

Top management shall review the organization's AI management system, at planned intervals, to ensure its continuing suitability, adequacy and effectiveness.

9.3.2 Management review inputs

The management review shall include:

a) the status of actions from previous management reviews;

b) changes in external and internal issues that are relevant to the AI management system;

c) changes in needs and expectations of interested parties that are relevant to the AI management system;

d) information on the AI management system performance, including trends in:

1) nonconformities and corrective actions;

2) monitoring and measurement results;

3) audit results;

e) opportunities for continual improvement.

9.3.3 Management review results

The results of the management review shall include decisions related to continual improvement opportunities and any need for changes to the AI management system.

Documented information shall be available as evidence of the results of management reviews.

10. IMPROVEMENT

10.1 Continual improvement

The organization shall continually improve the suitability, adequacy and effectiveness of the AI management system.

10.2 Nonconformity and corrective action

When a nonconformity occurs, the organization shall:

a) react to the nonconformity and as applicable:

1) take action to control and correct it;

2) deal with the consequences;

b) evaluate the need for action to eliminate the cause(s) of the nonconformity, so that it does not recur or occur elsewhere, by:

1) reviewing the nonconformity;

2) determining the causes of the nonconformity;

3) determining if similar nonconformities exist or can potentially occur;

c) implement any action needed;

d) review the effectiveness of any corrective action taken;

e) make changes to the AI management system, if necessary.

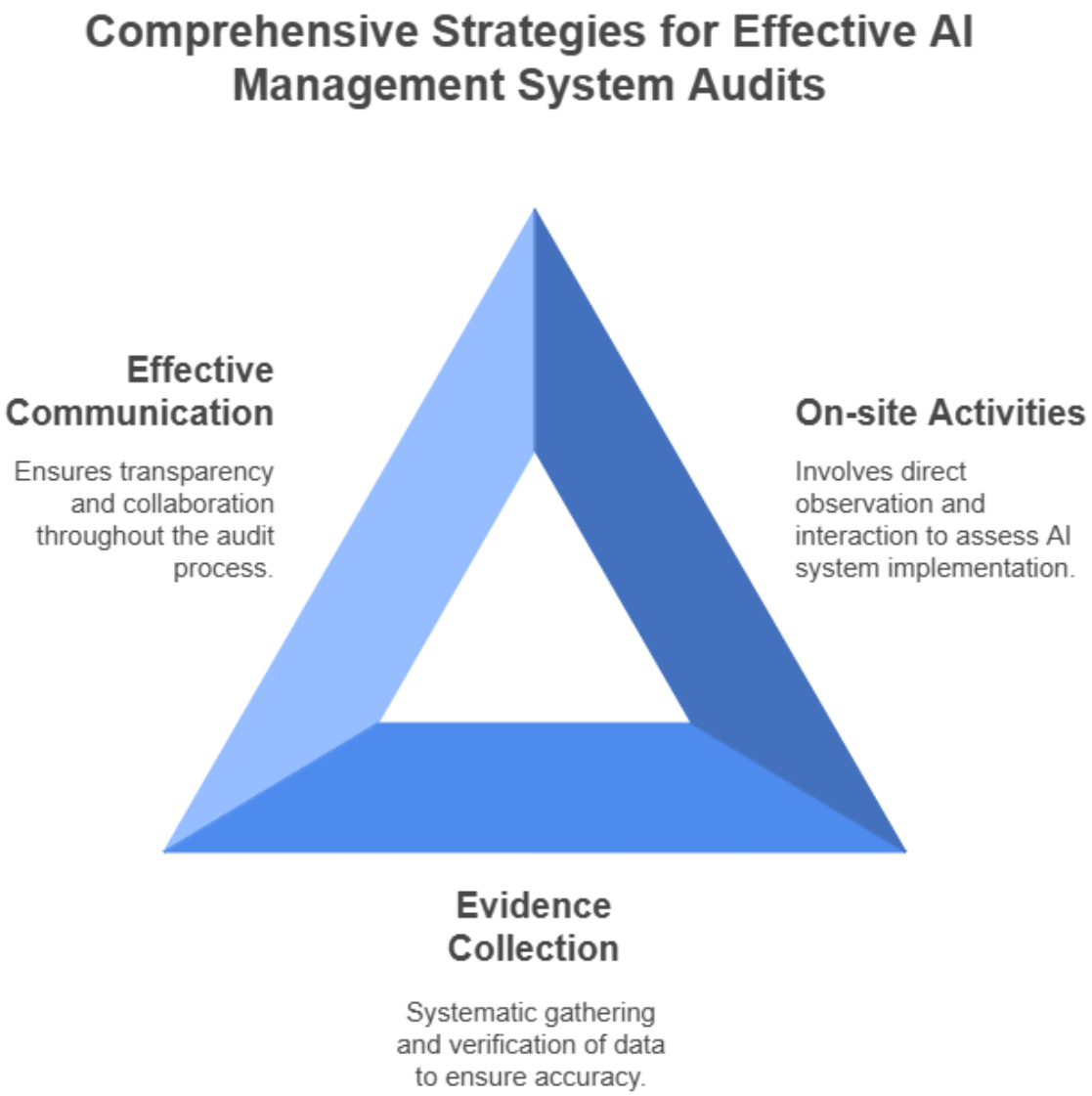
Corrective actions shall be appropriate to the effects of the nonconformities encountered.

Documented information shall be available as evidence of:

- the nature of the nonconformities and any subsequent actions taken;
- the results of any corrective action.

11. CONDUCTING THE AUDIT

Conducting an AI management system audit is a thorough process that involves several key activities to ensure comprehensive examination and validation of compliance with established standards and practices. This section details the steps involved in conducting an audit, offering in-depth explanations and examples for each point.



11.1 On-site audit activities

On-site audit activities involve physically visiting the organization to gain a hands-on understanding of the AI management system's implementation and effectiveness. During an on-site audit, auditors typically perform the following activities:

- Interview personnel: Auditors engage with employees who use or manage the AI systems to gather insights into their daily experiences, challenges, and identify any potential issues. For example, auditors might speak with data scientists, AI developers, and end-users to understand how the system is being utilized and maintained.
- Observe operations: Auditors watch the AI systems in action to assess their functionality, adherence to protocols, and overall performance. For example, auditors might observe an AI system processing customer service inquiries to ensure it operates smoothly and aligns with ethical guidelines such as fairness and transparency.
- Review documentation: Auditors examine records, policies, and procedures related to the AI management system to verify that they are up-to-date and accurately reflect the system's practices. This includes reviewing system logs, user manuals, compliance reports, and incident records.

Example: During an on-site audit of an AI-driven customer service platform, the auditor might observe live interactions between the AI system and customers, interview customer service representatives about their experience with the AI tool, and review documentation on how the AI system handles customer data to evaluate its compliance with privacy regulations.

11.2 Collecting and verifying audit evidence

Collecting and verifying audit evidence is a systematic process that ensures the information gathered during the audit is accurate and reliable. Key activities include:

- Data sampling: Auditors select a representative sample of data outputs from the AI system to analyze for accuracy and consistency. For instance, auditors may review a selection of AI-generated reports, decision logs, or prediction results to check for correct data interpretation and consistency with expected outcomes.
- Cross-referencing information: Auditors compare the collected data with other sources of information to verify its validity. This could involve matching AI system logs with manual records, external data sources, or historical data to detect discrepancies and validate the AI system's performance.
- Validation tests: Auditors conduct tests to confirm the AI system's functionality and performance. This might include running specific scenarios through the AI system to ensure it produces the expected results, conducting robustness checks, and assessing the system's response to edge cases or unusual inputs.

Example: An auditor collecting evidence for an AI-based financial analysis tool might sample various financial reports generated by the AI, cross-reference them with historical financial data to ensure the AI's predictive models are accurate, and perform validation tests by inputting different financial scenarios to observe the AI's consistency and accuracy in generating analysis reports.

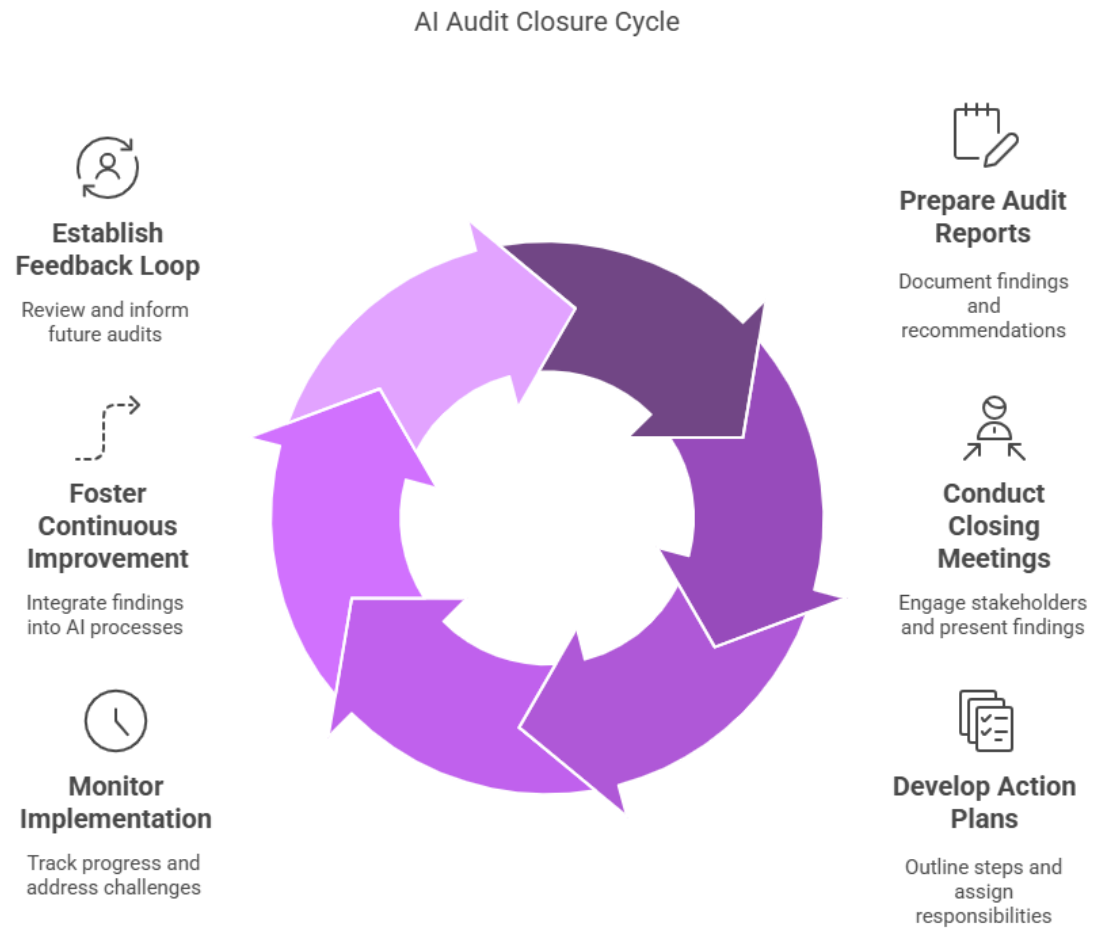
11.3 Effective communication during audits

Effective communication is essential throughout the audit process to ensure transparency, collaboration, and the successful resolution of any identified issues. Strategies for effective communication include:

- Regular updates: Auditors provide frequent updates to stakeholders about the audit's progress, preliminary findings, and any immediate concerns. This keeps everyone informed and engaged, fostering a sense of trust and cooperation.
- Clear documentation: Auditors maintain clear and concise records of all audit activities, findings, and recommendations. Well-documented communication helps in creating actionable plans for improvement and ensures that the audit results are traceable and verifiable.
- Collaborative discussions: Auditors engage in open and constructive discussions with the organization's management and staff to address any issues promptly and collaboratively. This fosters a culture of continuous improvement, encouraging the organization to proactively address weaknesses and enhance the AI management system.

Example: During the audit of an AI-powered healthcare system, the auditor might hold regular meetings with the system developers, healthcare providers, and data privacy officers to discuss preliminary findings, address any potential data privacy concerns, and collaboratively develop solutions to any identified issues. Clear documentation of these discussions and decisions ensures that all stakeholders are aligned and committed to implementing the necessary improvements.

12. CLOSING THE AUDIT



12.1 Preparing audit reports and documentation

Thorough and clear documentation is essential for the effective closure of an audit. This documentation should encompass all findings, conclusions, and recommendations, serving as a formal record that guides follow-up actions.

- Audit Reports: These are detailed summaries prepared by the auditor, outlining the audit's scope, methodology, findings, conclusions, and recommendations. The report should clearly highlight any identified non-conformities, areas requiring improvement, and best practices observed during the audit. The layout should be user-friendly to ensure that the organization can readily act on the recommendations to enhance their AI systems.
- Example: For an AI system used in retail, the audit report might indicate discrepancies between AI-generated sales forecasts and actual sales data,

recommending adjustments to the predictive models to improve forecast accuracy.

- Supporting Documentation: This includes all the evidence that supports the audit findings, such as data samples, test results, and communication records. Maintaining comprehensive supporting documentation ensures transparency and provides a verifiable trail that can be used for future reference.
- Example: In an audit of an AI-based customer service chatbot, supporting documentation might encompass logs of chatbot interactions, test transcripts demonstrating how the chatbot handled different scenarios, and comparisons with human agent responses to evaluate the chatbot's performance.
- Executive Summary: A concise section aimed at senior management, providing a high-level overview of the audit's outcomes. It focuses on key findings and strategic recommendations, distilling the audit's most critical points to facilitate decision-making at the executive level.
- Example: The executive summary for an AI audit in healthcare might highlight critical findings such as data privacy issues and offer strategic recommendations for enhancing data security and compliance with relevant regulations.

12.2 Conducting closing meetings

Closing meetings are vital for ensuring that all stakeholders understand the audit findings, agree on the conclusions, and are committed to implementing the recommended actions.

- Stakeholder Engagement: It is important to involve all key stakeholders, including management, system developers, and end-users, in the closing meeting. This participation ensures that everyone understands the audit results and their implications, fostering a collective approach to addressing the findings.
- Example: During the audit of an AI-powered financial analysis tool, the closing meeting might include the finance team, IT staff, and compliance officers to discuss findings related to predictive accuracy and regulatory compliance, ensuring that each team understands their role in implementing the audit recommendations.
- Presentation of Findings: Auditors should present the audit findings in a clear, structured manner, using visual aids like charts and graphs to enhance understanding. This approach helps stakeholders grasp the audit outcomes more effectively and facilitates constructive discussion.
- Example: For an AI system used in logistics, the auditor might present findings on efficiency improvements and potential bottlenecks using

performance graphs and comparative analysis, helping stakeholders quickly identify key issues and areas for enhancement.

- Agreement on Actions: It is crucial to ensure that all parties agree on the actions to be taken, including setting clear timelines and assigning responsibilities for implementing the recommendations. This agreement is essential for the successful resolution of any issues identified during the audit.
- Example: In the closing meeting for an AI audit in marketing, stakeholders might agree on action items such as retraining the AI models to better align with current customer behavior patterns, with clear timelines and responsibilities established to ensure timely implementation.

12.3 Follow-up actions and continual improvement

Follow-up actions are necessary to ensure the effective implementation of audit recommendations and the continuous improvement of the AI system.

- Action Plan Development: Develop a detailed action plan that outlines the steps needed to address the audit findings. The plan should assign responsibilities and set deadlines for each action item, providing a clear roadmap for the organization to follow.
- Example: For an AI-powered recruitment system, the action plan might include steps to enhance bias detection algorithms, with specific tasks, deadlines, and assigned responsibilities to ensure effective implementation.
- Monitoring Implementation: Regular monitoring of the action plan's progress is essential to ensure timely and effective implementation of the recommendations. This monitoring process helps identify any obstacles or delays and allows for necessary adjustments.
- Example: In an audit of an AI system managing energy consumption, the auditor might schedule monthly reviews to track the implementation of energy optimization recommendations, assessing progress and addressing challenges to ensure effective implementation.
- Continuous Improvement: Encourage a culture of continual improvement by integrating audit findings into the organization's broader AI management and development processes. This approach ensures that the organization remains proactive in addressing potential issues and enhancing their AI systems.
- Example: An organization using AI in manufacturing might establish an ongoing review process where audit findings are used to refine AI models and incorporate new data sources, ensuring the system remains efficient and up-to-date.

- Feedback Loop: Establish a feedback loop where audit results and follow-up actions are regularly reviewed and used to inform subsequent audits and system improvements. This feedback loop ensures that the organization continuously learns from each audit and enhances their AI systems.
- Example: For an AI-driven customer feedback analysis tool, the feedback loop might involve periodic audits to assess the system's evolving accuracy and relevance, ensuring it continues to provide valuable insights to the business.

ANNEX A

(normative)

Reference control objectives and controls

A.1 General

The controls detailed in Table A.1 provide the organization with a reference for meeting organizational objectives and addressing risks related to the design and operation of AI systems. Not all the control objectives and controls listed in Table A.1 are required to be used, and the organization can design and implement their own controls (see 6.1.3).

Annex B provides implementation guidance for all the controls listed in Table A.1.

Table A.1 — Control objectives and controls

A.2 Policies related to AI		
Objective: To provide management direction and support for AI systems according to business requirements.		
	Topic	Control
A.2.2	AI policy	The organization shall document a policy for the development or use of AI systems.
A.2.3	Alignment with other organizational policies	The organization shall determine where other policies can be affected by or apply to, the organization's objectives with respect to AI systems.
A.2.4	Review of the AI policy	The AI policy shall be reviewed at planned intervals or additionally as needed to ensure its continuing suitability, adequacy and effectiveness.
A.3 Internal organization		
Objective: To establish accountability within the organization to uphold its responsible approach for the imple-mentation, operation and management of AI systems		
	Topic	Control
A.3.2	AI roles and responsibilities	Roles and responsibilities for AI shall be defined and allocated according to the needs of the organization.
A.3.3	Reporting of concerns	The organization shall define and put in place a process to report concerns about the organization's role with respect to an AI system throughout its life cycle.
A.4 Resources for AI systems		
Objective: To ensure that the organization accounts for the resources (including AI system components and assets) of the AI system in order to fully understand and address risks and impacts.		
	Topic	Control

A.4.2	Resource documentation	The organization shall identify and document relevant resources required for the activities at given AI system life cycle stages and other AI-related activities relevant for the organization.
A.4.3	Data resources	As part of resource identification, the organization shall document information about the data resources utilized for the AI system.
A.4.4	Tooling resources	As part of resource identification, the organization shall document information about the tooling resources utilized for the AI system.
A.4.5	System and computing resources	As part of resource identification, the organization shall document information about the system and computing resources utilized for the AI system.
A.4.6	Human resources	As part of resource identification, the organization shall document information about the human resources and their competences utilized for the development, deployment, operation, change management, maintenance, transfer and decommissioning, as well as verification and integration of the AI system.
A.6 AI system life cycle		
A.6.1 Management guidance for AI system development		
Objective: To ensure that the organization identifies and documents objectives and implements processes for the responsible design and development of AI systems.		
	Topic	Control
A.6.1.2	Objectives for responsible development of AI system	The organization shall identify and document objectives to guide the responsible development AI systems, and take those objectives into account and integrate measures to achieve them in the development life cycle.
A.6.1.3	Processes for responsible AI system design and development	The organization shall define and document the specific processes for the responsible design and development of the AI system.
A.6.2 AI system life cycle		
Objective: To define the criteria and requirements for each stage of the AI system life cycle		
	Topic	Control
A.6.2.2	I system requirements and specification	he organization shall specify and document requirements for new AI systems or material enhancements to existing systems.
A.6.2.3	Documentation of AI system design and development	The organization shall document the AI system design and development based on organizational objectives, documented requirements and specification criteria.
A.6.2.4	I system verification and validation	The organization shall define and document verification and validation measures for the AI system and specify criteria for their use.

A.6.2.5	AI system deployment	The organization shall document a deployment plan and ensure that appropriate requirements are met prior to deployment.
A.6.2.6	I system operation and monitoring	The organization shall define and document the necessary elements for the ongoing operation of the AI system. At the minimum, this should include system and performance monitoring, repairs, updates and support.
A.6.2.7	AI system technical documentation	The organization shall determine what AI system technical documentation is needed for each relevant category of interested parties, such as users, partners, supervisory authorities, and provide the technical documentation to them in the appropriate form.
A.6.2.8	AI system recording of event logs	The organization shall determine at which phases of the AI system life cycle, record keeping of event logs should be enabled, but at the minimum when the AI system is in use.
A.7 Data for AI systems		
Objective: To ensure that the organization understands the role and impacts of data in AI systems in the application and development, provision or use of AI systems throughout their life cycles.		
	Topic	Control
A.7.2	Data for development and enhancement of AI system	The organization shall define, document and implement data management processes related to the development of AI systems.
A.7.3	Acquisition of data	The organization shall determine and document details about the acquisition and selection of the data used in AI systems.
A.7.4	Quality of data for AI systems	The organization shall define and document requirements for data quality and ensure that data used to develop and operate the AI system meet those requirements.
A.7.5	Data provenance	The organization shall define and document a process for recording the provenance of data used in its AI systems over the life cycles of the data and the AI system.
A.7.6	Data preparation	The organization shall define and document its criteria for selecting data preparations and the data preparation methods to be used.
A.8 Information for interested parties of AI systems		
Objective: To ensure that relevant interested parties have the necessary information to understand and assess the risks and their impacts (both positive and negative).		
	Topic	Control
A.8.2	System documentation and information for users	The organization shall determine and provide the necessary information to users of the AI system.

A.8.3	External reporting	The organization shall provide capabilities for interested parties to report adverse impacts of the AI system.
A.8.4	Communication of incidents	The organization shall determine and document a plan for communicating incidents to users of the AI system.
A.8.5	Information for interested parties	The organization shall determine and document their obligations to reporting information about the AI system to interested parties.
A.9 Use of AI systems		
Objective: To ensure that the organization uses AI systems responsibly and per organizational policies.		
	Topic	Control
A.9.2	Processes for responsible use of AI systems	The organization shall define and document the processes for the responsible use of AI systems.
A.9.3	Objectives for responsible use of AI system	The organization shall identify and document objectives to guide the responsible use of AI systems.
A.9.4	Intended use of the AI system	The organization shall ensure that the AI system is used according to the intended uses of the AI system and its accompanying documentation.
A.10 Third-party and customer relationships		
Objective: To ensure that the organization understands its responsibilities and remains accountable, and risks are appropriately apportioned when third parties are involved at any stage of the AI system life cycle		
	Topic	Control
A.10.2	Allocating responsibilities	The organization shall ensure that responsibilities within their AI system life cycle are allocated between the organization, its partners, suppliers, customers and third parties.
A.10.3	Suppliers	The organization shall establish a process to ensure that its usage of services, products or materials provided by suppliers aligns with the organization's approach to the responsible development and use of AI systems.
A.10.4	Customers	The organization shall ensure that its responsible approach to the development and use of AI systems considers their customer expectations and needs.

ANNEX B

(normative)

Implementation guidance for AI controls

B.1 General

The implementation guidance documented in this annex relates to the controls listed in Table A.1. It provides information to support the implementation of the controls listed in Table A.1 and to meet the control objective, but organizations do not have to document or justify inclusion or exclusion of implementation guidance in the statement of applicability (see 6.1.3).

The implementation guidance is not always suitable or sufficient in all situations and does not always fulfil the organization's specific control requirements. The organization can extend or modify the implementation guidance or define their own implementation of a control according to their specific requirements and risk treatment needs.

This annex is to be used as guidance for determining and implementing controls for AI risk treatment in the AI management system defined in this document. Additional organizational and technical controls other than those included in this annex can be determined (see AI system management risk treatment in 6.1.3). This annex can be regarded as a starting point for developing organization-specific implementation of controls.

B.2 Policies related to AI

B.2.1 Objective

To provide management direction and support for AI systems according to business requirements.

B.2.2 AI policy Control

The organization should document a policy for the development or use of AI systems.

Implementation guidance

The AI policy should be informed by:

- business strategy;
- organizational values and culture and the amount of risk the organization is willing to pursue or retain;
- the level of risk posed by the AI systems;
- legal requirements, including contracts;
- the risk environment of the organization;

- impact to relevant interested parties (see 6.1.4).

The AI policy should include (in addition to requirements in 5.2):

- principles that guide all activities of the organization related to AI;
- processes for handling deviations and exceptions to policy.

The AI policy should consider topic-specific aspects where necessary to provide additional guidance or provide cross-references to other policies dealing with these aspects. Examples of such topics include:

- AI resources and assets;
- AI system impact assessments (see 6.1.4);
- AI system development.

Relevant policies should guide the development, purchase, operation and use of AI systems.

B.2.3 Alignment with other organizational policies

Control

The organization should determine where other policies can be affected by or apply to, the organization's objectives with respect to AI systems.

Implementation guidance

Many domains intersect with AI, including quality, security, safety and privacy. The organization should consider a thorough analysis to determine whether and where current policies can necessarily intersect and either update those policies if updates are required or include provisions in the AI policy.

Other information

The policies that the governing body sets on behalf of the organization should inform the AI policy. ISO/IEC 38507 provides guidance for members of the governing body of an organization to enable and govern the AI system throughout its life cycle.

B.2.4 Review of the AI policy

Control

The AI policy should be reviewed at planned intervals or additionally as needed to ensure its continuing suitability, adequacy and effectiveness.

Implementation guidance

A role approved by management should be responsible for the development, review and evaluation of the AI policy, or the components within. The review should include assessing opportunities for improvement of the organization's policies and approach to managing AI systems in response to changes to the

organizational environment, business circumstances, legal conditions or technical environment.

The review of AI policy should take the results of management reviews into account.

B.3 Internal organization

B.3.1 Objective

To establish accountability within the organization to uphold its responsible approach for the implementation, operation and management of AI systems.

B.3.2 AI roles and responsibilities

Control

Roles and responsibilities for AI should be defined and allocated according to the needs of the organization.

Implementation guidance

Defining roles and responsibilities is critical for ensuring accountability throughout the organization for its role with respect to the AI system throughout its life cycle. The organization should consider AI policies, AI objectives and identified risks when assigning roles and responsibilities, in order to ensure that all relevant areas are covered. The organization can prioritize how the roles and responsibilities are assigned. Examples of areas that can require defined roles and responsibilities can include:

- risk management;
- AI system impact assessments;
- asset and resource management;
- security;
- safety;
- privacy;
- development;
- performance;
- human oversight;
- supplier relationships;
- demonstrate its ability to consistently fulfil legal requirements;
- data quality management (during the whole life cycle).

Responsibilities of the various roles should be defined to the level appropriate for the individuals to perform their duties.

B.3.3 Reporting of concerns

Control

The organization should define and put in place a process to report concerns about the organization's role with respect to an AI system throughout its life cycle.

Implementation guidance

The reporting mechanism should fulfil the following functions:

a) options for confidentiality or anonymity or both;

b) available and promoted to employed and contracted persons;

c) staffed with qualified persons;

d) stipulates appropriate investigation and resolution powers for the persons referred to in c);

e) provides for mechanisms to report and to escalate to management in a timely manner;

f) provides for effective protection from reprisals for both the persons concerned with reporting and investigation (e.g. by allowing reports to be made anonymously and confidentially);

g) provides reports according to 4.4 and, if appropriate, e); while maintaining confidentiality and anonymity in a), and respecting general business confidentiality considerations;

h) provides response mechanisms within an appropriate time frame.

NOTE The organization can utilize existing reporting mechanisms as part of this process.

Other information

In addition to the implementation guidance provided in this clause, the organization should further consider ISO 37002.

B.4 Resources for AI systems

B.4.1 Objective

To ensure that the organization accounts for the resources (including AI system components and assets) of the AI system in order to fully understand and address risks and impacts.

B.4.2 Resource documentation

Control

The organization should identify and document relevant resources required for the activities at given AI system life cycle stages and other AI-related activities relevant for the organization.

Implementation guidance

Documentation of resources of the AI system is critical for understanding risks, as well as potential AI system impacts (both positive and negative) to individuals or groups of individuals, or both, and societies. The documentation of such resources (which can utilize, for instance, data flow diagrams or system architecture diagrams) can inform the AI system impact assessments (see B.5).

Resources can include, but are not limited to:

- AI system components;
- data resources, i.e. data used at any stage in the AI system life cycle;
- tooling resources (e.g. AI algorithms, models or tools);
- system and computing resources (e.g. hardware to develop and run AI models, storage for data and tooling resources);
- human resources, i.e. people with the necessary expertise (e.g. for the development, sales, training, operation and maintenance of the AI system) in relation to the organization's role throughout the AI system life cycle.

Resources can be provided by the organization itself, by its customers or by third parties.

Other information

Documentation of resources can also help to determine if resources are available and, if they are not available, the organization should revise the design specification of the AI system or its deployment requirements.

B.4.3 Data resources

Control

As part of resource identification, the organization should document information about the data resources utilized for the AI system.

Documentation on data should include, but is not limited to, the following topics:

— the provenance of the data;

— the date that the data were last updated or modified (e.g. date tag in metadata);

— for machine learning, the categories of data (e.g. training, validation, test and production data);

— categories of data (e.g. as defined in ISO/IEC 19944-1);

— process for labelling data;

— intended use of the data;

— quality of data (e.g. as described in the ISO/IEC 5259 series));

— applicable data retention and disposal policies;

— known or potential bias issues in the data; — data preparation.

B.4.4 Tooling resources

Control

As part of resource identification, the organization should document information about the tooling resources utilized for the AI system.

Implementation guidance

Tooling resources for an AI system and particularly for machine learning, can include but are not limited to:

- algorithm types and machine learning models;
- data conditioning tools or processes;
- optimization methods;
- evaluation methods;
- provisioning tools for resources;
- tools to aid model development;
- software and hardware for AI system design, development and deployment.

Other information

ISO/IEC 23053 provides detailed guidance on the types, methods and approaches for various tooling resources for machine learning.

B.4.5 System and computing resources

Control

As part of resource identification, the organization should document information about the system and computing resources utilized for the AI system.

Implementation guidance

Information about system and computing resources for an AI system can include but is not limited to:

- resource requirements of the AI system (i.e. to help ensure the system can run on constrained resource devices);
- where the system and computing resources are located (e.g. on-premises, cloud computing or edge computing);
- processing resources (including network and storage);
- the impact of the hardware used to run the AI system workloads (e.g. the impact to the environment either through use or the manufacturing of the hardware or cost of using the hardware).

The organization should consider that different resources can be required to allow continual improvement of AI systems. Development, deployment and operation of the system can have different system needs and requirements.

NOTE ISO/IEC 22989 describes various system resource considerations.

B.4.6 Human resources

Control

As part of resource identification, the organization should document information about the human resources and their competences utilized for the development, deployment, operation, change management, maintenance, transfer and decommissioning, as well as verification and integration of the AI system.

Implementation guidance

The organization should consider the need for diverse expertise and include the types of roles necessary for the system. For example, the organization can include specific demographic groups related to data sets used to train machine learning models, if their inclusion is a necessary component of the system design. Necessary human resources can include but are not limited to:

- data scientists;
- roles related to human oversight of AI systems;
- experts on trustworthiness topics such as safety, security and privacy;
- AI researchers and specialists, and domain experts relevant to the AI systems.

Different resources can be necessary at different stages of the AI system life cycle.

B.5 Assessing impacts of AI systems

B.5.1 Objective

To assess AI system impacts to individuals or groups of individuals, or both, and societies affected by the AI system throughout its life cycle.

B.5.2 AI system impact assessment process

Control

The organization should establish a process to assess the potential consequences for individuals or groups of individuals, or both, and societies that can result from the AI system throughout its life cycle.

Because AI systems potentially generate significant impact to individuals, groups of individuals, or both, and societies, the organization that provides and uses such

systems should, based on the intended purpose and use of these systems, assess the potential impacts of these systems on these groups.

The organization should consider whether an AI system affects:

- the legal position or life opportunities of individuals;
- the physical or psychological well-being of individuals;
- universal human rights;
- societies.

The organization's procedures should include, but are not limited to:

a) circumstances under which an AI system impact assessment should be performed, which can include, but are not limited to:

   1) criticality of the intended purpose and context in which the AI system is used or any significant changes to these;

   2) complexity of AI technology and the level of automation of AI systems or any significant changes to that;

   3) sensitivity of data types and sources processed by the AI system or any significant changes to that;

b) elements that are part of the AI system impact assessment process, which can include:

   1) identification (e.g. sources, events and outcomes);

   2) analysis (e.g. consequences and likelihood);

   3) evaluation (e.g. acceptance decisions and prioritization);

   4) treatment (e.g. mitigation measures);

   5) documentation, reporting and communication (see 7.4, 7.5 and B.3.3);

c) who performs the AI system impact assessment;

d) how the AI system impact assessment can be utilized [e.g. how it can inform the design or use of the system (see B.6 and B.9), whether it can trigger reviews and approvals];

e) individuals and societies that are potentially impacted based on the system's intended purpose, use and characteristics (e.g. assessment for individuals, groups of individuals or societies).

Impact assessment should take various aspects of the AI system into account, including the data used for the development of the AI system, the AI technologies used and the functionality of the overall system.

The processes can vary based on the role of the organization and the domain of AI application and depending on the specific disciplines for which the impact is assessed (e.g. security, privacy and safety).

Other information

For some disciplines or organizations, detailed consideration of the impact on individuals or groups of individuals, or both, and societies is part of risk management, particularly in disciplines such as information security, safety and environmental management. The organization should determine if discipline-specific impact assessments performed as part of such a risk management process sufficiently integrate AI considerations for those specific aspects (e.g. privacy).

NOTE ISO/IEC 23894 describes how an organization can perform impact analyses for the organization itself, along with individuals or groups of individuals, or both, and societies, as part of an overall risk management process.

B.5.3 Documentation of AI system impact assessments

Control

The organization should document the results of AI system impact assessments and retain results for a defined period.

Implementation guidance

The documentation can be helpful in determining information that should be communicated to users and other relevant interested parties.

AI system impact assessments should be retained and updated, as needed, in alignment with the elements of an AI system impact assessment documented in B.5.2. Retention periods can follow organization retention schedules or be informed by legal requirements or other requirements. Items that the organization should consider documenting can include, but are not limited to:

- the intended use of the AI system and any reasonable foreseeable misuse of the AI system;
- positive and negative impacts of the AI system to the relevant individuals or groups of individuals, or both, and societies;
- predictable failures, their potential impacts and measures taken to mitigate them;
- relevant demographic groups the system is applicable to;
- complexity of the system;
- the role of humans in relationships with system, including human oversight capabilities, processes and tools, available to avoid negative impacts;
- employment and staff skilling.

B.5.4 Assessing AI system impact on individuals or groups of individuals

Control

The organization should assess and document the potential impacts of AI systems to individuals or groups of individuals throughout the system's life cycle.

Implementation guidance

When assessing the impacts on individuals or groups of individuals, or both, and societies, the organization should consider its governance principles, AI policies and objectives. Individuals using the AI system or whose PII are processed by the AI system, can have expectations related to the trustworthiness of the AI system. Specific protection needs of groups such as children, impaired persons, elderly persons and workers should be taken into account. The organization should evaluate these expectations and consider the means to address them as part of the system impact assessment.

Depending on the scope of AI system purpose and use, areas of impact to consider as part of the assessment can include, but are not limited to:

- fairness;
- accountability;
- transparency and explainability;
- security and privacy;
- safety and health;
- financial consequences;
- accessibility;
- human rights.

Other information

Where necessary, the organization should consult experts (e.g. researchers, subject matter experts and users) to obtain a full understanding of potential impacts of the AI system on individuals or groups of individuals, or both, and societies.

B.5.5 Assessing societal impacts of AI systems

Control

The organization should assess and document the potential societal impacts of their AI systems throughout their life cycle.

Implementation guidance

Societal impacts can vary widely depending on the organization's context and the types of AI systems. The societal impacts of AI systems can be both beneficial and detrimental. Examples of these potential societal impacts can include:

- environment sustainability (including the impacts on natural resources and greenhouse gas emissions);
- economic (including access to financial services, employment opportunities, taxes, trade and commerce);
- government (including legislative processes, misinformation for political gain, national security and criminal justice systems);
- health and safety (including access to healthcare, medical diagnosis and treatment, and potential physical and psychological harms);
- norms, traditions, culture and values (including misinformation that leads to biases or harms to individuals or groups of individuals, or both, and societies).

Other information

Development and use of AI systems can be computationally intensive with related impacts to environmental sustainability (e.g. greenhouse gas emissions due to increased power usage, impacts on water, land, flora and fauna). Likewise, AI systems can be used to improve the environmental sustainability of other systems (e.g. reduce greenhouse gas emissions related to buildings and transportation). The organization should consider the impacts of its AI systems in the context of its overall environmental sustainability goals and strategies.

The organization should consider how its AI systems can be misused to create societal harms and how they can be used to address historical harms. For example, can AI systems prevent access to financial services such as loans, grants, insurance and investments and likewise can AI systems improve access to these instruments?

AI systems have been used to influence the outcomes of elections and to create misinformation (e.g. deepfakes in digital media) that can lead to political and social unrest. Government's use of AI systems for criminal-justice purposes has exposed the risk of biases to societies, individuals or groups of individuals. The organization should analyse how actors can misuse AI systems and how the AI systems can reinforce unwanted historical social biases.

AI systems can be used to diagnose and treat illnesses and to determine qualifications for health benefits. AI systems are also deployed in scenarios where malfunctions can result in death or injury to humans (e.g. self-driving automobiles, human-machine teaming). The organization should consider both the positive and negative outcomes when using AI systems, such as in health and safety related scenarios.

NOTE ISO/IEC TR 24368 provides a high-level overview of ethical and societal concerns related to AI systems and applications.

B.6 AI system life cycle

B.6.1 Management guidance for AI system development

B.6.1.1 Objective

To ensure that the organization identifies and documents objectives and implements processes for the responsible design and development of AI systems.

B.6.1.2 Objectives for responsible development of AI system

Control

The organization should identify and document objectives to guide the responsible development of AI systems, and take those objectives into account and integrate measures to achieve them in the development life cycle.

Implementation guidance

The organization should identify objectives (see 6.2) that affect the AI system design and development processes. These objectives should be taken into account in the design and development processes. For example, if an organization defines "fairness" as one objective, this should be incorporated in the requirements specification, data acquisition, data conditioning, model training, verification and validation, etc. The organization should provide requirements and guidelines as necessary to ensure that measures are integrated into the various stages (e.g. the requirement to use a specific testing tool or method to address unfairness or unwanted bias) to achieve such objectives.

Other information

AI techniques are being used to augment security measures such as threat prediction detection and prevention of security attacks. This is an application of AI techniques that can be used to reinforce security measures to protect both AI systems and conventional non-AI based software systems. Annex C provides examples of organizational objectives for managing risk, which can be useful in determining the objectives for AI system development.

B.6.1.3 Processes for responsible design and development of AI systems

Control

The organization should define and document the specific processes for the responsible design and development of the AI system.

Implementation guidance

Responsible development for AI system processes should include consideration of, without limitation, the following:

- life cycle stages (a generic AI system life cycle model is provided by ISO/IEC 22989, but the organization can specify their own life cycle stages);
- testing requirements and planned means for testing;

- human oversight requirements, including processes and tools, especially when the AI system can impact natural persons;
- at what stages AI system impact assessments should be performed;
- training data expectations and rules (e.g. what data can be used, approved data suppliers and labelling);
- expertise (subject matter domain or other) required or training for developers of AI systems or both;
- release criteria;
- approvals and sign-offs necessary at various stages;
- change control;
- usability and controllability;
- engagement of interested parties.

The specific design and development processes depend on the functionality and the AI technologies that are intended to be used for the AI system.

B.6.2 AI system life cycle

B.6.2.1 Objective

To define the criteria and requirements for each stage of the AI system life cycle.

B.6.2.2 AI system requirements and specification

Control

The organization should specify and document requirements for new AI systems or material enhancements to existing systems.

Implementation guidance

The organization should document the rationale for developing an AI system and its goals. Some of the factors that should be considered, documented and understood can include:

a) why the AI system is to be developed, for example, is this driven by a business case, customer request or by government policy;

b) how the model can be trained and how data requirements can be achieved.

AI system requirements should be specified and should span the entire AI system life cycle. Such requirements should be revisited in cases where the developed AI system is unable to operate as intended or new information arises that can be used to change and to improve the requirements. For instance, it can become unfeasible from a financial perspective to develop the AI system.

Other information

The processes for describing the AI system life cycle are provided by ISO/IEC 5338. For more information about human-centred design for interactive systems, see ISO 9241-210.

B.6.2.3 Documentation of AI system design and development

Control

The organization should document the AI system design and development based on organizational objectives, documented requirements and specification criteria.

Implementation guidance

There are many design choices necessary for an AI system, including, but not limited to:

- machine learning approach (e.g. supervised vs. unsupervised);
- learning algorithm and type of machine learning model utilized;
- how the model is intended to be trained and which data quality (see B.7);
- evaluation and refinement of models;
- hardware and software components;
- security threats considered throughout the AI system life cycle; security threats specific to AI systems include data poisoning, model stealing or model inversion attacks;
- interface and presentation of outputs;
- how humans can interact with the system;
- interoperability and portability considerations.

There can be multiple iterations between design and development, but documentation on the stage should be maintained and a final system architecture documentation should be available.

Other information

For more information about human-centred design for interactive systems, see ISO 9241-210.

B.6.2.4 AI system verification and validation

Control

The organization should define and document verification and validation measures for the AI system and specify criteria for their use.

Implementation guidance

The verification and validation measures can include, but are not limited to:

- testing methodologies and tools;
- selection of test data and their representation of the intended domain of use;

- release criteria requirements.

The organization should define and document evaluation criteria such as, but not limited to:

- a plan to evaluate the AI system components and the whole AI system for risks related to impacts on individuals or groups of individuals, or both, and societies;
- the evaluation plan can be based on, for example:
- reliability and safety requirements of the AI system, including acceptable error rates for the AI system performance;
- responsible AI system development and use objectives such as those in B.6.1.2 and B.9.3;
- operational factors such as quality of data, intended use, including acceptable ranges of each operational factor;
- any intended uses which can require more rigorous operational factors to be defined, including different acceptable ranges for operational factors or lower error rates;
- the methods, guidance or metrics to be used to evaluate whether relevant interested parties who make decisions or are subject to decisions based on the AI system outputs can adequately interpret the AI system outputs. The frequency of evaluation should be determined and can be based upon results from an AI system impact assessment;
- any acceptable factors that can account for an inability to meet a target minimum performance level, especially when the AI system is evaluated for impacts on individuals or groups of individuals, or both, and societies (e.g. poor image resolution for computer vision systems or background noise affecting speech recognition systems). Mechanisms to deal with poor AI system performance as a result of these factors should also be documented.

The AI system should be evaluated against the documented criteria for evaluation.

Where the AI system cannot meet the documented criteria for evaluation, especially against responsible AI system development and use objectives (see B.6.1.2 and B.9.3), the organization should reconsider or manage the deficiencies of the intended use of the AI system, its performance requirements and how the organization can effectively address the impacts to individuals or groups of individuals, or both, and societies.

NOTE Further information on how to deal with robustness of neural networks can be found in ISO/IEC TR 24029-1.

B.6.2.5 AI system deployment

Control

The organization should document a deployment plan and ensure that appropriate requirements are met prior to deployment.

Implementation guidance

AI systems can be developed in various environments and deployed in others (such as developed on premises and deployed using cloud computing) and the organization should take these differences into account for the deployment plan. The organization should also consider whether components are deployed separately (e.g. software and model can be deployed independently). Additionally, the organization should have a set of requirements to be met prior to release and deployment (sometimes referred to as "release criteria"). This can include verification and validation measures that are to be passed, performance metrics that are to be met, user testing to be completed, as well as management approvals and sign-offs to be obtained. The deployment plan should take into account the perspectives of and impacts to relevant interested parties.

B.6.2.6 AI system operation and monitoring

Control

The organization should define and document the necessary elements for the ongoing operation of the AI system. At the minimum this should include system and performance monitoring, repairs, updates and support.

Implementation guidance

Each minimum activity for operation and monitoring can take account of various considerations. For example:

- System and performance monitoring can include monitoring for general errors and failures, as well as for whether the system is performing as expected with production data. Technical performance criteria can include success rates in resolving problems or in achieving tasks, or confidence rates. Other criteria can be related to meeting commitment or expectation and needs of interested parties, including, for example, ongoing monitoring to ensure compliance with customer requirements or applicable legal requirements.
- Some deployed AI systems evolve their performance as a result of ML, where production data and output data are used to further train the ML model. Where continuous learning is used, the organization should monitor the performance of the AI system to ensure that it continues to meet its design goals and operates on production data as intended.
- The performance of some AI systems can change even if such systems do not use continuous learning, usually due to concept or data drift in production data. In such cases, monitoring can identify the need for retraining to ensure

that the AI system continues to meet its design goals and operates on production data as intended. More information can be found in ISO/IEC 23053.

- Repairs can include responses to errors and failures in the system. The organization should have processes in place for the response and repair of these issues. Additionally, updates can be necessary as the system evolves or as critical issues are identified, or as the result of externally identified issues (e.g. non-compliance with customer expectations or legal requirement). There should be processes in place for updating the system including components affected, update schedule, information to users on what is included in the update.
- System updates can also include changes in the system operations, new or modified intended uses, or other changes in system functionality. The organization should have procedures in place to address operational changes, including communication to users.
- Support for the system can be internal, external or both, depending on the needs of the organization and how the system was acquired. Support processes should consider how users can contact the appropriate help, how issues and incidents are reported, support service level agreements and metrics.
- Where AI systems are being used for purposes other than those for which they were designed or in ways that were not anticipated, the appropriateness of such uses should be considered.
- AI-specific information security threats related to the AI systems applied and developed by the organization should be identified. AI-specific information security threats include, but are not limited to data poisoning, model stealing and model inversion attacks.

Other information

The organization should consider operational performance that can affect interested parties and consider this when designing and determining performance criteria.

Performance criteria for AI systems in operation should be determined by the task under consideration, such as classification, regression, ranking, clustering or dimensionality reduction.

Performance criteria can include statistical aspects such as error rates and processing duration. For each criterion, the organization should identify all relevant metrics as well as interdependences between metrics. For each metric, the organization should consider acceptable values based on, for example, domain expert's recommendations and analysis of expectations of interested parties relative to existing non-AI practices.

For example, an organization can determine that the F1 score is an appropriate performance metric based on its assessment of the impact of false positives and false negatives, as described in ISO/IEC TS 4213. The organization can then establish an F1 value that the AI system is expected to meet. It should be evaluated if these issues can be handled by existing measures. If that is not the case, changes to existing measures should be considered or additional measures should be defined to detect and handle these issues.

The organization should consider the performance of non-AI systems or processes in operation and use them as potentially relevant context when establishing performance criteria.

The organization should additionally ensure that the means and processes used to evaluate the AI system, including, where applicable, the selection and management of evaluation data, improve the completeness and the reliability in assessment of its performance with respect to the defined criteria.

Development of performance assessment methodologies can be based on criteria, metrics and values. These should inform the amount of data and the types of processes used in the assessment and the roles and expertise of personnel that carries out the assessment.

Performance assessment methodologies should reflect attributes and characteristics of operation and use as closely as possible to ensure that assessment results are useful and relevant. Some aspects of performance assessment can require controlled introduction of erroneous or spurious data or processes to assess impact on performance.

The quality model in ISO/IEC 25059 can be used to define performance criteria.

B.6.2.7 AI system technical documentation

Control

The organization should determine what AI system technical documentation is needed for each relevant category of interested parties, such as users, partners, supervisory authorities, and provide the technical documentation to them in the appropriate form.

Implementation guidance

The AI system technical documentation can include, but is not limited to the following elements:

- a general description of the AI system including its intended purpose;
- usage instructions;

- technical assumptions about its deployment and operation (run-time environment, related software and hardware capabilities, assumptions made on data, etc.);
- technical limitations (e.g. acceptable error rates, accuracy, reliability, robustness);
- monitoring capabilities and functions that allow users or operators to influence the system operation.

Documentation elements related to all AI system life cycle stages (as defined in ISO/IEC 22989) can include, but are not limited to:

- design and system architecture specification;
- design choices made and quality measures taken during the system development process;
- information about the data used during system development;
- assumptions made and quality measures taken on data quality (e.g. assumed statistical distributions);
- management activities (e.g. risk management) taken during development or operation of the AI system;
- verification and validation records;

changes made to the AI system when it is in operation;

impact assessment documentation as described in B.5.

The organization should document technical information related to the responsible operation of the AI system. This can include, but is not limited to:

- documenting a plan for managing failures. This can include for example, the need to describe a rollback plan for the AI system, turning off features of the AI system, an update process or a plan for notifying customers, users, etc. of changes to the AI system, updated information on system failures and how these can be mitigated;
- documenting processes for monitoring the health of the AI system (i.e. the AI system operates as intended and within its normal operating margins, also referred to as observability) and processes for addressing AI system failures;
- documenting standard operating procedures for the AI system, including which events should be monitored and how event logs are prioritized and reviewed. It can also include how to investigate failures and the prevention of failures;
- documenting the roles of personnel responsible for operation of the AI system as well as those responsible for accountability of the system use, especially in relation to handling the effects of AI system failures or managing updates to the AI system;

- documenting system updates like changes in the system operations, new or modified intended uses, or other changes in system functionality.
- The organization should have procedures in place to address operational changes including communication to users and internal evaluations on the type of change.

Documentation should be up to date and accurate. Documentation should be approved by the relevant management within the organization.

When provided as part of the user documentation, the controls provided in Table A.1 should be taken into account.

B.6.2.8 AI system recording of event logs

Control

The organization should determine at which phases of the AI system life cycle, record keeping of event logs should be enabled, but at the minimum when the AI system is in use.

Implementation guidance

The organization should ensure logging for AI systems it deploys to automatically collect and record event logs related to certain events that occur during operation. Such logging can include but is not limited to:

- traceability of the AI system's functionality to ensure that the AI system is operating as intended;
- detection of the AI system's performance outside of the AI system's intended operating conditions that can result in undesirable performance on production data or impacts to relevant interested parties through monitoring of the operation of the AI system.

AI system event logs can include information, such as the time and date each time the AI system is used, the production data on which the AI system operates on, the outputs that fall out of the range of the intended operation of the AI system, etc.

Event logs should be kept for as long as required for the intended use of the AI system and within the data retention policies of the organization. Legal requirements related to data retention can apply.

Other information

Some AI systems, such as biometric identification systems, can have additional logging requirements depending on jurisdiction. Organizations should be aware of these requirements.

B.7 Data for AI systems

B.7.1 Objective

To ensure that the organization understands the role and impacts of data in AI systems in the application and development, provision or use of AI systems throughout their life cycles.

B.7.2 Data for development and enhancement of AI system

Control

The organization should define, document and implement data management processes related to the development of AI systems.

Implementation guidance

Data management can include various topics such as, but not limited to:

- privacy and security implications due to the use of data, some of which can be sensitive in nature;
- security and safety threats that can arise from data dependent AI system development;
- transparency and explainability aspects including data provenance and the ability to provide an explanation of how data are used for determining an AI system's output if the system requires transparency and explainability;
- representativeness of training data compared to operational domain of use;
- accuracy and integrity of the data.

NOTE Detailed information of AI system life cycle and data management concepts is provided by ISO/IEC 22989.

B.7.3 Acquisition of data

Control

The organization should determine and document details about the acquisition and selection of the data used in AI systems.

Implementation guidance

The organization can need different categories of data from different sources depending on the scope and use of their AI systems. Details for data acquisition can include:

- categories of data needed for the AI system;
- quantity of data needed;
- data sources (e.g. internal, purchased, shared, open data, synthetic);
- characteristics of the data source (e.g. static, streamed, gathered, machine generated);
- data subject demographics and characteristics (e.g. known or potential biases or other systematic errors);

- prior handling of the data (e.g. previous uses, conformity with privacy and security requirements); data rights (e.g. PII, copyright);
- associated meta data (e.g. details of data labelling and enhancing);
- provenance of the data.

Other information

The data categories and a structure for the data use in ISO/IEC 19944-1 can be used to document details about data acquisition and use.

B.7.4 Quality of data for AI systems

Control

The organization should define and document requirements for data quality and ensure that data used to develop and operate the AI system meet those requirements.

Implementation guidance

The quality of data used to develop and operate AI systems potentially has significant impacts on the validity of the system's outputs. ISO/IEC 25024 defines data quality as the degree to which the characteristics of data satisfy stated and implied needs when used under specified conditions. For AI systems that use supervised or semi-supervised machine learning, it is important that the quality of training, validation, test and production data are defined, measured and improved to the extent possible, and the organization should ensure that the data are suitable for its intended purpose. The organization should consider the impact of bias on system performance and system fairness and make such adjustments as necessary to the model and data used to improve performance and fairness so they are acceptable for the use case.

Other information

Additional information regarding data quality is available in the ISO/IEC 5259 series2) on data quality for analytics and ML. Additional information regarding different forms of bias in data used in AI systems is available in ISO/IEC TR 24027.

B.7.5 Data provenance

Control

The organization should define and document a process for recording the provenance of data used in its AI systems over the life cycles of the data and the AI system.

Implementation guidance

According to ISO 8000-2, a record of data provenance can include information about the creation, update, transcription, abstraction, validation and transferring

of the control of data. Additionally, data sharing (without transfer of control) and data transformations can be considered under data provenance. Depending on factors such as the source of the data, its content and the context of its use, organizations should consider whether measures to verify the provenance of the data are needed. B.7.6 Data preparation

Control

The organization shall define and document its criteria for selecting data preparations and the data preparation methods to be used.

Implementation guidance

Data used in an AI system ordinarily needs preparation to make it usable for a given AI task. For example, machine learning algorithms are sometimes intolerant of missing or incorrect entries, nonnormal distribution and widely varying scales. Preparation methods and transforms can be used to increase the quality of the data. Failure to properly prepare the data can potentially lead to AI system errors. Common preparation methods and transformations for data used in AI systems include:

- statistical exploration of the data (e.g. distribution, mean, median, standard deviation, range, stratification, sampling) and statistical metadata (e.g. data documentation initiative (DDI) specification[28]);
- cleaning (i.e. correcting entries, dealing with missing entries);
- imputation (i.e. methods for filling in missing entries);
- normalization;
- scaling;
- labelling of the target variables;
- encoding (e.g. converting categorical variables to numbers).

For a given AI task, the organization should document its criteria for selecting specific data preparation methods and transforms as well as the specific methods and transforms used in the AI task.

NOTE For additional information on data preparation specific to machine learning see the ISO/IEC 5259 series2) and ISO/IEC 23053.

B.8 Information for interested parties

B.8.1 Objective

To ensure that relevant interested parties have the necessary information to understand and assess the risks and their impacts (both positive and negative).

B.8.2 System documentation and information for users

Control

The organization should determine and provide the necessary information to users of the system.

Implementation guidance

Information about the AI system can include both technical details and instructions, as well as general notifications to users that they are interacting with an AI system, depending on the context. This can also include the system itself, as well as potential outputs of the system (e.g. notifying users that an image is created by AI).

Although AI systems can be complex, it is critical that users are able to understand when they are interacting with an AI system, how the system works. Users also need to understand its intended purpose and intended uses, its potential to cause harm or benefit the user. Some system documentation can necessarily be targeted for more technical uses (e.g. system administrators), and the organization should understand the needs of different interested parties and what understandability can mean to them. The information should also be accessible, both in terms of ease of use in finding it, as well as for users who can need additional accessibility features.

Information that can be provided to users include, but are not limited to:

- purpose of the system;
- that the user is interacting with an AI system;
- how to interact with the system;
- how and when to override the system;
- technical requirements for system operation, including the computational resources needed, and limitations of the system as well as its expected lifetime;
- needs for human oversight;
- information about accuracy and performance;
- relevant information from the impact assessment, including potential benefits and harms, particularly if they are applicable in specific contexts or certain demographic groups (see B.5.2 and B.5.4);
- revisions to claims about the system's benefits;
- updates and changes in how the system works, as well as any necessary maintenance measures, including their frequency;
- contact information;
- educational materials for system use.

Criteria used by the organization to determine whether and what information is to be provided should be documented. Relevant criteria include but are not limited to the intended use and reasonably foreseeable misuse of the AI system, the expertise of the user and specific impact of the AI system.

Information can be provided to users in numerous ways, including documented instructions for use, alerts and other notifications built into the system itself, information on a web page, etc. Depending on which methods the organization uses to provide information, it should validate that the users have access to this information, and that the information provided is complete, up to date and accurate.

B.8.3 External reporting

Control

The organization should provide capabilities for interested parties to report adverse impacts of the system.

Implementation guidance

While the system operation should be monitored for reported issues and failures, the organization should also provide capabilities for users or other external parties to report adverse impacts (e.g. unfairness).

B.8.4 Communication of incidents

Control

The organization should determine and document a plan for communicating incidents to users of the system.

Implementation guidance

Incidents related to the AI system can be specific to the AI system itself, or related to information security or privacy (e.g. a data breach). The organization should understand its obligations around notifying users and other interested party about incidents, depending on the context in which the system operates. For example, an incident with an AI component that is part of a product that affects safety can have different notification requirements than other types of systems. Legal requirements (such as contracts) and regulatory activity can apply, which can specify requirements for:

- types of incidents that must be communicated;
- the timeline for notification;
- whether and which authorities must be notified;
- the details required to be communicated.

The organization can integrate incident response and reporting activities for AI into their broader organizational incident management activities, but should be aware of unique requirements related to AI systems, or individual components of AI systems (e.g. a PII data breach in training data for the system can have different reporting requirements related to privacy).

Other information

ISO/IEC 27001 and ISO/IEC 27701 provide additional details on incident management for security and privacy respectively.

B.8.5 Information for interested parties

Control

The organization should determine and document its obligations to reporting information about the AI system to interested parties.

Implementation guidance

In some cases, a jurisdiction can require information about the system to be shared with authorities such as regulators. Information can be reported to interested parties such as customers or regulatory authorities within the appropriate timeframe. The information shared can include, for example:

- technical system documentation, including, but not limited, to data sets for training, validation and testing as well as algorithmic choices justifications and verification and validation records;
- risks related to the system;
- results of impact assessments;
- logs and other system records.

The organization should understand their obligations in this respect and ensure that the appropriate information is shared with the correct authorities. Additionally, it is presupposed that the organization is aware of jurisdictional requirements related to information shared with law enforcement authorities.

B.9 Use of AI systems

B.9.1 Objective

To ensure that the organization uses AI systems responsibly and per organizational policies.

B.9.2 Processes for responsible use of AI systems

Control

The organization should define and document the processes for the responsible use of AI systems.

Implementation guidance

Depending on its context, the organization can have many considerations for determining whether to use a particular AI system. Whether the AI system is developed by the organization itself or sourced from a third party, the organization should be clear on what these considerations are and develop policies to address them. Some examples are:

- required approvals;
- cost (including for ongoing monitoring and maintenance);
- approved sourcing requirements;
- legal requirements applicable to the organization.

Where the organization has accepted policies for the use of other systems, assets, etc., these policies can be incorporated if desired.

B.9.3 Objectives for responsible use of AI system

Control

The organization should identify and document objectives to guide the responsible use of AI systems.

Implementation guidance

The organization operating in different contexts can have different expectations and objectives for what constitutes the responsible development of AI systems. Depending on its context, the organization should identify its objectives related to responsible use. Some objectives include:

- fairness;
- accountability;
- transparency;
- explainability;
- reliability;
- safety;
- robustness and redundancy;
- privacy and security;
- accessibility.

Once defined, the organization should implement mechanisms to achieve its objectives within the organization. This can include determining if a third-party solution fulfils the organization's objectives or if an internally developed solution is applicable for the intended use. The organization should determine at which stages of the AI system life cycle meaningful human oversight objectives should be incorporated. This can include:

- involving human reviewers to check the outputs of the AI system, including having authority to override decisions made by the AI system;
- ensuring that human oversight is included if required for acceptable use of the AI system according to instructions or other documentation associated with the intended deployment of the AI system;
- monitoring the performance of the AI system, including the accuracy of the AI system outputs;
- reporting concerns related to the outputs of the AI system and their impact to relevant interested parties;
- reporting concerns with changes in the performance or ability of the AI system to make correct outputs on the production data;
- considering whether automated decision-making is appropriate for a responsible approach to the use of an AI system and the intended use of the AI system.

The need for human oversight can be informed by the AI system impact assessments (see B.5). The personnel involved in human oversight activities related to the AI system should be informed of, trained and understand the instructions and other documentation to the AI system and the duties they carry out to satisfy human oversight objectives. When reporting performance issues, human oversight can augment automated monitoring.

Other information

Annex C provides examples of organizational objectives for managing risk, which can be useful in determining the objectives for AI system use.

B.9.4 Intended use of the AI system

Control

The organization should ensure that the AI system is used according to the intended uses of the AI system and its accompanying documentation.

Implementation guidance

The AI system should be deployed according to the instructions and other documentation associated with the AI system (see B.8.2). The deployment can require specific resources to support the deployment, including the need to ensure that human oversight is applied as required (see B.9.3). It can be necessary that for acceptable use of the AI system, the data that the AI system is used on aligns with the documentation associated with the AI system to ensure that the AI system performance is accurate.

The operation of the AI system should be monitored (see B.6.2.6). Where the correct deployment of the AI system according to its associated instructions causes concern regarding the impact to relevant interested parties or the organization's

legal requirements, the organization should communicate its concerns to the relevant personnel inside the organization as well as to any third-party suppliers of the AI system.

The organization should keep event logs or other documentation related to the deployment and operation of the AI system which can be used to demonstrate that the AI system is being used as intended or to help with communicating concerns related to the intended use of the AI system. The time period during which event logs and other documentation are kept depends on the intended use of the AI system, the organization's data retention policies and relevant legal requirements for data retention.

B.10 Third-party and customer relationships

B.10.1 Objective

To ensure that the organization understands its responsibilities and remains accountable, and risks are appropriately apportioned when third parties are involved at any stage of the AI system life cycle.

B.10.2 Allocating responsibilities

Control

The organization should ensure that responsibilities within their AI system life cycle are allocated between the organization, its partners, suppliers, customers and third parties.

Implementation guidance

In an AI system life cycle, responsibilities can be split between parties providing data, parties providing algorithms and models, parties developing or using the AI system and being accountable with regard to some or all interested parties. The organization should document all parties intervening in the AI system life cycle and their roles and determine their responsibilities.

Where the organization supplies an AI system to a third party, the organization should ensure that it takes a responsible approach to developing the AI system. See the controls and guidance in B.6. The organization should be able to provide the necessary documentation (see B.6.2.7 and B.8.2) for the AI

system to relevant interested parties and to the third party that the organization is supplying the AI system to.

When processed data includes PII, responsibilities are usually split between PII processors and controllers. ISO/IEC 29100 provides further information on PII controllers and PII processors. Where the privacy of PII is to be preserved, controls

such as those described in ISO/IEC 27701 should be considered. Based on the organization's and AI system's data processing activities on PII and the organization's role in application and development of the AI system through their life cycle, the organization can take on the role of a PII controller (or joint PII controller), PII processor or both.

B.10.3 Suppliers

Control

The organization should establish a process to ensure that its usage of services, products or materials provided by suppliers aligns with the organization's approach to the responsible development and use of AI systems.

Implementation guidance

Organizations developing or using an AI system can utilize suppliers in a number of ways, from sourcing datasets, machine learning algorithms or models, or other components of a system such as software libraries, to an entire AI system itself for use on its own or as part of another product (e.g. a vehicle).

Organizations should consider different types of suppliers, what they supply, and the varying level of risk this can pose to the system and organization as a whole in determining the selection of suppliers, the requirements placed on those suppliers, and the levels of ongoing monitoring and evaluation needed for the suppliers.

Organizations should document how the AI system and AI system components are integrated into AI systems developed or used by the organization.

Where the organization considers that the AI system or AI system components from a supplier do not perform as intended or can result in impacts to individuals or groups of individuals, or both, and societies that are not aligned with the responsible approach to AI systems taken by the organization, the organization should require the supplier to take corrective actions. The organization can decide to work with the supplier to achieve this objective.

The organization should ensure that the supplier of an AI system delivers appropriate and adequate documentation related to the AI system (see B.6.2.7 and B.8.2).

B.10.4 Customers

Control

The organization should ensure that its responsible approach to the development and use of AI systems considers their customer expectations and needs.

Implementation guidance

The organization should understand customer expectations and needs when it is supplying a product or service related to an AI system (i.e. when it is itself a supplier). These can come in the form of requirements for the product or service itself during a design or engineering phase, or in the form of contractual requirements or general usage agreements. One organization can have many different types of customer relationships, and these can all have different needs and expectations.

The organization should particularly understand the complex nature of supplier and customer relationships and understand where responsibility lies with the provider of the AI system and where it lies with the customer, while still meeting needs and expectations.

For example, the organization can identify risks related to the use of its AI products and services by the customer and can decide to treat the identified risks by giving appropriate information to its customer, so that the customer can then treat the corresponding risks.

As an example of appropriate information, when an AI system is valid for a certain domain of use, the limits of the domain should be communicated to the customer. See B.6.2.7 and B.8.2.

ANNEX C
(informative)

Potential AI-related organizational objectives and risk sources

C.1 General

This annex outlines potential organizational objectives, risk sources and descriptions that can be considered by the organization when managing risks. This annex is not intended to be exhaustive or applicable for every organization. The organization should determine the objectives and risk sources that are relevant. ISO/IEC 23894 provides more detailed information on these objectives and risk sources, and their relationship to risk management. Evaluation of AI systems, initially, regularly and when warranted, provides evidence that an AI system is being assessed against organizational objectives.

C.2 Objectives

C.2.1 Accountability

The use of AI can change existing accountability frameworks. Where previously persons would be held accountable for their actions, their actions can now be supported by or based on the use of an AI system.

C.2.2 AI expertise

A selection of dedicated specialists with interdisciplinary skill sets and expertise in assessing, developing and deploying AI systems is needed.

C.2.3 Availability and quality of training and test data

AI systems based on ML need training, validation and test data in order to train and verify the systems for the intended behaviour.

C.2.4 Environmental impact

The use of AI can have positive and negative impacts on the environment.

C.2.5 Fairness

The inappropriate application of AI systems for automated decision-making can be unfair to specific persons or groups of persons.

C.2.6 Maintainability

Maintainability is related to the ability of the organization to handle modifications of the AI system in order to correct defects or adjust to new requirements.

C.2.7 Privacy

The misuse or disclosure of personal and sensitive data (e.g. health records) can have harmful effects on data subjects.

C.2.8 Robustness

In AI, robustness properties demonstrate the ability (or inability) of the system to have comparable performance on new data as on the data on which it was trained or the data of typical operations.

C.2.9 Safety

Safety relates to the expectation that a system does not, under defined conditions, lead to a state in which human life, health, property or the environment is endangered.

C.2.10 Security

In the context of AI and in particular with regard to AI systems based on ML approaches, new security issues should be considered beyond classical information and system security concerns.

C.2.11 Transparency and explainability

Transparency relates both to characteristics of an organization operating AI systems and to those systems themselves. Explainability relates to explanations of important factors influencing the AI system results that are provided to interested parties in a way understandable to humans.

C.3 Risk sources

C.3.1 Complexity of environment

When AI systems operate in complex environments, where the range of situation is broad, there can be uncertainty on the performance and therefore a source of risk (e.g. complex environment of autonomous driving).

C.3.2 Lack of transparency and explainability

The inability to provide appropriate information to interested parties can be a source of risk (i.e. in terms of trustworthiness and accountability of the organization).

C.3.3 Level of automation

The level of automation can have an impact on various areas of concerns, such as safety, fairness or security.

C.3.4 Risk sources related to machine learning

The quality of data used for ML and the process used to collect data can be sources of risk, as they can impact objectives such as safety and robustness (e.g. due to issues in data quality or data poisoning).

C.3.5 System hardware issues

Risk sources related to hardware include hardware errors based on defective components or transferring trained ML models between different systems.

C.3.6 System life cycle issues

Sources of risk can appear over the entire AI system life cycle (e.g. flaws in design, inadequate deployment, lack of maintenance, issues with decommissioning).

C.3.7 Technology readiness

Risk sources can be related to less mature technology due to unknown factors (e.g. system limitations and boundary conditions, performance drift), but also due to the more mature technology due to technology complacency.

ANNEX D
(informative)

Use of the AI management system across domains or sectors

D.1 General

This management system is applicable to any organization developing, providing or using products or services that utilize an AI system. Therefore, it is applicable potentially to a great variety of products and services, in different sectors, which are subject to obligations, good practices, expectations or contractual commitment towards interested parties. Examples of sectors are:

- health;
- defence;
- transport;
- finance;
- employment;
- energy.

Various organizational objectives (see Annex C for possible objectives) can be considered for the responsible development and use of an AI system. This document provides requirements and guidance from an AI technology specific view. For several of the potential objectives, generic or sector-specific management system standards exist. These management system standards consider the objective usually from a technology neutral point of view, while the AI management system provides AI technology specific considerations.

AI systems consist not only of components using AI technology, but can use a variety of technologies and components. Responsible development and use of an AI system therefore requires taking into account not only AI-specific considerations, but also the system as a whole with all the technologies and components that are used. Even for the AI technology specific part, other aspects besides AI specific considerations should be taken into account. For example, as AI is an information processing technology, information security applies generally to it. Objectives such as safety, security, privacy and environmental impact should be managed holistically and not separately for AI and the other components of the system. Integration of the AI management system with generic or sector-specific management system standards for relevant topics is therefore essential for responsible development and use of an AI system.

When providing or using AI systems, the organization can have objectives or obligations related to aspects which are topics of other management system standards. These can include, for example, security, privacy, quality, respectively topics covered in ISO/IEC 27001, ISO/IEC 27701 and ISO 9001.

When providing, using or developing AI systems, potential relevant generic management system standards, but not limited to that, are:

- **ISO/IEC 27001:** In most contexts, security is key to achieving the objectives of the organization with the AI system. The way an organization pursues security objectives depends on its context and its own policies. If an organization identifies the need to implement an AI management system and to address security objectives in a similar thorough and systematic way, it can implement an information security management system in conformity with ISO/IEC 27001. Given that both ISO/IEC 27001 and the AI management systems use the high-level structure, their integrated use is facilitated and of great benefit for the organization. In this case, the way to implement controls which (partly) relate to information security in this document (see B.6.1.2) can be integrated with the organization's implementation of ISO/IEC 27001.
- **ISO/IEC 27701:** In many context and application domains, PIIs are processed by AI systems. The organization can then comply with the applicable obligations for privacy and with its own policies and objectives. Similarly, as for ISO/IEC 27001, the organization can benefit from the integration of ISO/IEC 27701 with the AI management system. Privacy-related objectives and controls of the AI management system (see B.2.3 and B.5.4) can be integrated with the organization's implementation of ISO/IEC 27701.
- **ISO 9001:** For many organizations, conformity to ISO 9001 is a key sign that they are customer oriented and genuinely concerned about internal effectiveness. Independent conformity assessment to ISO 9001 facilitates business across organizations and inspires customer confidence in products or services. The level of customer's confidence in an organization or AI system can be highly reinforced when an AI management system is implemented jointly with ISO 9001 when AI technologies are involved. The AI management system can be complementary to the ISO 9001 requirements (risk management, software development, supply chain coherence, etc.) in helping the organization meet its objectives.

Besides the generic management system standards mentioned above, an AI management system can also be used jointly with a management system dedicated to a sector. For example, both ISO 22000 and an AI management system are relevant for an AI system that is used for food production, preparation and

logistics. Another example is ISO 13485. The implementation of an AI management system can support requirements related to medical device software in ISO 13485 or requirements from other International Standards from the medical sector such as IEC 62304.

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Scenario-Based MCQ for Certified ISO 42001:2023 Lead Auditor (BOK)

1. Scenario:

You are an auditor for an organization implementing ISO 42001:2023 for AI management systems. During your audit, you discover that the organization's AI system frequently uses personal data to improve its algorithms. However, you notice that the organization lacks a documented process for data quality management and does not perform regular data quality assessments.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Ignore the issue since the AI system is performing well and achieving its intended results.

B. Recommend the organization to establish a data quality management process and perform regular data quality assessments.

C. Advise the organization to discontinue using personal data in their AI systems.

D. Suggest the organization to outsource their data quality management to a third-party vendor without any further oversight.

Answer Explanation:

Correct Answer: B. Recommend the organization to establish a data quality management process and perform regular data quality assessments.

Explanation:

ISO 42001:2023 emphasizes the importance of managing data quality as part of an AI management system. Ensuring that data used in AI systems is of high quality is crucial for the reliability and trustworthiness of AI outcomes. A documented process for data quality management and regular assessments can help identify and mitigate risks associated with poor data quality, ensuring the AI system continues to function effectively and responsibly.

Incorrect Answers:

- **A. Ignore the issue since the AI system is performing well and achieving its intended results.**
    - Ignoring the issue is not compliant with ISO 42001:2023. Performance does not negate the need for proper data quality management, which is essential for maintaining long-term reliability and compliance.
- **C. Advise the organization to discontinue using personal data in their AI systems.**
    - While this could mitigate some risks, it is not a practical or comprehensive solution. Personal data is often critical for AI systems, and discontinuing its use could impair the system's functionality. Proper data quality management is the correct approach.
- **D. Suggest the organization to outsource their data quality management to a third-party vendor without any further oversight.**
    - Outsourcing can be part of a solution, but without proper oversight, it does not ensure compliance with ISO 42001:2023. The organization must maintain accountability and ensure the third party adheres to the necessary standards and practices.

2. Scenario:

During an internal audit of your organization's AI management system, you find that the organization has not conducted any AI system impact assessments as required by ISO 42001:2023. The AI systems in use include automated decision-making tools that significantly affect customer creditworthiness assessments.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Conduct an AI system impact assessment immediately and document the results.

B. Ignore the requirement since the AI system has not had any reported issues.

C. Discontinue the use of AI systems for customer creditworthiness assessments.

D. Perform a cost-benefit analysis to determine if AI system impact assessments are financially viable.

Answer Explanation:

Correct Answer: A. Conduct an AI system impact assessment immediately and document the results.

Explanation:

ISO 42001:2023 mandates that organizations conduct AI system impact assessments to identify, evaluate, and address potential consequences of AI systems on individuals and societies. This is especially crucial for systems that significantly impact individuals, such as those used for creditworthiness assessments. Conducting and documenting the impact assessment ensures compliance and helps identify any risks or negative impacts that need to be mitigated.

Incorrect Answers:

- **B. Ignore the requirement since the AI system has not had any reported issues.**
  - Ignoring the requirement is non-compliant with ISO 42001:2023. The absence of reported issues does not eliminate the need for an impact assessment, which is a proactive measure to ensure responsible AI use.
- **C. Discontinue the use of AI systems for customer creditworthiness assessments.**
  - Discontinuing the use of AI systems is not a practical solution. Instead, ensuring compliance through proper impact assessments is the correct approach to responsibly manage AI systems.
- **D. Perform a cost-benefit analysis to determine if AI system impact assessments are financially viable.**
  - Financial viability should not determine compliance with ISO 42001:2023. Impact assessments are a mandatory requirement to ensure the responsible and ethical use of AI systems.

3. Scenario:

You are conducting an audit for an organization that has recently implemented an AI system for automated hiring processes. During your review, you find that the organization has not established clear roles and responsibilities for managing the AI system, leading to confusion and inefficiencies.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Allow the current process to continue as it is since the AI system is functioning correctly.

B. Recommend that the organization define and allocate roles and responsibilities specific to the AI system.

C. Suggest hiring external consultants to manage the AI system without internal involvement.

D. Advise the organization to disable the AI system until roles and responsibilities are clearly defined.

Answer Explanation:

Correct Answer: B. Recommend that the organization define and allocate roles and responsibilities specific to the AI system.

Explanation:

ISO 42001:2023 requires organizations to establish clear roles and responsibilities to ensure accountability and effective management of AI systems. Defining and allocating roles specific to the AI system ensures that responsibilities are clear, which helps in maintaining the system's performance, addressing issues promptly, and ensuring compliance with organizational policies.

Incorrect Answers:

- **A. Allow the current process to continue as it is since the AI system is functioning correctly.**
  - Allowing the current process to continue without defining roles and responsibilities is non-compliant with ISO 42001:2023. Functionality does not replace the need for proper management and accountability structures.
- **C. Suggest hiring external consultants to manage the AI system without internal involvement.**
  - While external consultants can provide expertise, completely outsourcing without internal involvement does not ensure compliance or accountability. Internal roles and responsibilities must still be defined and managed.

- **D. Advise the organization to disable the AI system until roles and responsibilities are clearly defined.**
    - Disabling the system is an extreme measure. Instead, the organization should promptly define and allocate roles to ensure continued use and compliance with ISO 42001:2023.

4. Scenario:

While auditing an organization's AI management system, you observe that the organization has not integrated the AI management system requirements into their overall business processes. This lack of integration is causing misalignment and inefficiencies in managing AI-related risks and objectives.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Suggest that the organization handles AI management as a separate, standalone process without integrating it into business processes.

B. Recommend that the organization integrate AI management system requirements into their overall business processes.

C. Advise the organization to focus solely on AI system performance and ignore integration with business processes.

D. Propose that the organization conducts a cost-benefit analysis to decide whether to integrate AI management system requirements.

Answer Explanation:

Correct Answer: B. Recommend that the organization integrate AI management system requirements into their overall business processes.

Explanation:

ISO 42001:2023 requires that AI management system requirements be integrated into the organization's overall business processes. This integration ensures that AI-related risks and objectives are managed consistently and effectively across the organization, promoting alignment and efficiency. Proper integration helps in achieving strategic goals and maintaining compliance with AI management standards.

Incorrect Answers:

- **A. Suggest that the organization handles AI management as a separate, standalone process without integrating it into business processes.**
  - Handling AI management as a standalone process contradicts ISO 42001:2023 requirements. Integration into overall business processes is essential for comprehensive risk and objective management.
- **C. Advise the organization to focus solely on AI system performance and ignore integration with business processes.**
  - Focusing only on AI system performance while ignoring process integration can lead to mismanagement and inefficiencies. Comprehensive integration is necessary for overall effectiveness.
- **D. Propose that the organization conducts a cost-benefit analysis to decide whether to integrate AI management system requirements.**
  - Integration of AI management system requirements is a mandatory aspect of ISO 42001:2023 and should not be contingent on a cost-benefit analysis. Compliance and strategic alignment are essential regardless of costs.

5. Scenario:

During an audit of an organization's AI management system, you discover that the organization has implemented several AI systems. However, they have not established a process for regular internal audits of these AI systems, which is affecting their ability to ensure ongoing compliance and effectiveness.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend the organization to establish and maintain an internal audit program specifically for AI systems.

B. Advise the organization to conduct internal audits only when a problem with an AI system is reported.

C. Suggest the organization hire an external auditor to conduct a one-time audit of all AI systems.

D. Ignore the lack of an internal audit process since the AI systems are currently functioning well.

Answer Explanation:

Correct Answer: A. Recommend the organization to establish and maintain an internal audit program specifically for AI systems.

Explanation:

ISO 42001:2023 requires organizations to conduct regular internal audits to ensure the AI management system's compliance and effectiveness. Establishing and maintaining an internal audit program specific to AI systems allows the organization to identify and address any issues proactively, ensuring continuous improvement and adherence to the standards.

Incorrect Answers:

- **B. Advise the organization to conduct internal audits only when a problem with an AI system is reported.**
  - Conducting audits only when problems are reported is reactive and does not align with ISO 42001:2023 requirements for regular internal audits to ensure ongoing compliance and effectiveness.
- **C. Suggest the organization hire an external auditor to conduct a one-time audit of all AI systems.**
  - While external audits can be beneficial, relying solely on a one-time external audit does not meet the requirement for regular internal audits, which are essential for continuous monitoring and improvement.
- **D. Ignore the lack of an internal audit process since the AI systems are currently functioning well.**
  - Ignoring the lack of an internal audit process is non-compliant with ISO 42001:2023. Regular internal audits are necessary to ensure ongoing compliance, effectiveness, and continuous improvement of AI systems.

6. Scenario:

In your audit of an organization's AI management system, you find that the organization has not documented the provenance of the data used in their AI systems. This lack of documentation makes it difficult to trace the origin of data and assess its quality and suitability for AI applications.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization continue using the data without documenting its provenance since it has been working fine so far.

B. Advise the organization to document the provenance of data used in AI systems and establish processes for maintaining this documentation.

C. Suggest the organization replace all current data with new data whose provenance can be easily documented.

D. Ignore the issue of data provenance documentation and focus on other aspects of the AI management system.

Answer Explanation:

Correct Answer: B. Advise the organization to document the provenance of data used in AI systems and establish processes for maintaining this documentation.

Explanation:

ISO 42001:2023 emphasizes the importance of data quality and provenance in AI systems. Documenting the provenance of data is essential to ensure its quality, traceability, and suitability for AI applications. Establishing and maintaining documentation processes helps in assessing data quality and addressing any issues related to data sources, thereby ensuring the reliability and compliance of AI systems.

Incorrect Answers:

- **A. Recommend that the organization continue using the data without documenting its provenance since it has been working fine so far.**
  - Continuing to use data without documenting its provenance is non-compliant with ISO 42001:2023 and poses risks to data quality and traceability.
- **C. Suggest the organization replace all current data with new data whose provenance can be easily documented.**
  - Replacing all current data is impractical and unnecessary. Establishing processes to document the provenance of existing data is a more effective and feasible solution.

- **D. Ignore the issue of data provenance documentation and focus on other aspects of the AI management system.**
    - Ignoring data provenance documentation overlooks a critical requirement of ISO 42001:2023. Ensuring data provenance is essential for maintaining data quality and the integrity of AI systems.

7. Scenario:

While auditing an organization's AI management system, you discover that the organization has implemented an AI system that continuously learns and evolves. However, they have not established a process for monitoring the AI system's behavior over time, which is critical for ensuring that the system remains aligned with its intended purpose.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization deactivate the continuous learning feature to avoid potential issues.

B. Advise the organization to establish and implement a process for ongoing monitoring and evaluation of the AI system's behavior.

C. Suggest that the organization only review the AI system's behavior annually to save resources.

D. Ignore the need for monitoring as long as the AI system performs its tasks correctly.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and implement a process for ongoing monitoring and evaluation of the AI system's behavior.

Explanation:

ISO 42001:2023 requires organizations to have processes in place for the ongoing monitoring and evaluation of AI systems, especially those that continuously learn and evolve. Continuous monitoring ensures that the AI system remains aligned with its intended purpose, performs as expected, and does not introduce new risks over time. Implementing such a process helps maintain compliance and addresses any deviations promptly.

Incorrect Answers:

- **A. Recommend that the organization deactivate the continuous learning feature to avoid potential issues.**
  - Deactivating the continuous learning feature is not a practical solution. Continuous learning is often essential for the AI system's effectiveness. Proper monitoring is the correct approach to manage potential issues.
- **C. Suggest that the organization only review the AI system's behavior annually to save resources.**
  - Annual reviews are insufficient for continuously learning AI systems. Ongoing monitoring is necessary to promptly identify and address any deviations or risks that arise as the system evolves.
- **D. Ignore the need for monitoring as long as the AI system performs its tasks correctly.**
  - Ignoring the need for monitoring is non-compliant with ISO 42001:2023. Ongoing monitoring is crucial to ensure the AI system continues to perform correctly and remains aligned with its intended purpose.

8. Scenario:

During an audit, you find that the organization uses an AI system for automated decision-making in loan approvals. The organization has not established a process for communicating incidents or system failures to the users affected by the AI system's decisions.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization continue operating as usual since there have been no major complaints from users.

B. Advise the organization to establish and document a process for communicating incidents or system failures to users affected by the AI system's decisions.

C. Suggest that the organization only communicate incidents internally and not to the users to avoid unnecessary concerns.

D. Propose that the organization temporarily halt the use of the AI system until a communication process is established.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and document a process for communicating incidents or system failures to users affected by the AI system's decisions.

Explanation:

ISO 42001:2023 requires organizations to have processes in place for effectively communicating incidents or system failures to relevant interested parties, including users affected by the AI system's decisions. Establishing and documenting such a process ensures transparency, maintains user trust, and allows the organization to address any issues promptly and appropriately.

Incorrect Answers:

- **A. Recommend that the organization continue operating as usual since there have been no major complaints from users.**
  - Continuing without a communication process is non-compliant with ISO 42001:2023. Proactive communication is necessary to address any potential issues and maintain user trust.
- **C. Suggest that the organization only communicate incidents internally and not to the users to avoid unnecessary concerns.**
  - Communicating only internally fails to provide transparency and does not meet the requirements of ISO 42001:2023. Users affected by the AI system's decisions should be informed about incidents or failures.
- **D. Propose that the organization temporarily halt the use of the AI system until a communication process is established.**
  - Temporarily halting the AI system may not be necessary. Instead, the organization should establish and implement the required communication process promptly to ensure compliance and continued operation.

9. Scenario:

During your audit of an organization's AI management system, you observe that the organization uses several third-party AI components in its products. However,

there is no formal process in place to manage and review these third-party AI components, leading to potential risks related to quality, security, and compliance.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization trust the third-party providers to manage the quality and security of their AI components.

B. Advise the organization to establish a formal process for managing and reviewing third-party AI components, including conducting regular assessments and audits.

C. Suggest that the organization replace all third-party AI components with internally developed ones to ensure control over quality and security.

D. Ignore the issue since the third-party AI components have not caused any problems so far.

Answer Explanation:

Correct Answer: B. Advise the organization to establish a formal process for managing and reviewing third-party AI components, including conducting regular assessments and audits.

Explanation:

ISO 42001:2023 requires organizations to manage and review third-party AI components to ensure their quality, security, and compliance with organizational policies and standards. Establishing a formal process for managing and reviewing these components, including conducting regular assessments and audits, helps mitigate risks and ensures the reliability and integrity of the AI systems.

Incorrect Answers:

- **A. Recommend that the organization trust the third-party providers to manage the quality and security of their AI components.**
    - Relying solely on third-party providers without a formal management and review process is non-compliant with ISO 42001:2023 and poses significant risks.

- **C. Suggest that the organization replace all third-party AI components with internally developed ones to ensure control over quality and security.**
    - Replacing all third-party components is impractical and unnecessary. Proper management and review processes are sufficient to ensure quality and security.
- **D. Ignore the issue since the third-party AI components have not caused any problems so far.**
    - Ignoring the issue is non-compliant with ISO 42001:2023. Proactive management and review are necessary to prevent potential problems and ensure compliance.

10. Scenario:

During an audit of an organization's AI management system, you find that the organization has a well-documented AI policy and risk management process. However, there is no evidence of training programs to ensure that employees involved in AI development and deployment are aware of the AI policy and understand their roles and responsibilities.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization hire external consultants to manage AI development and deployment instead of training current employees.

B. Advise the organization to establish and implement regular training programs for employees involved in AI development and deployment to ensure they are aware of the AI policy and understand their roles and responsibilities.

C. Suggest that the organization distribute a memo detailing the AI policy and employee responsibilities without any further training.

D. Ignore the lack of training programs since the organization has documented its AI policy and risk management process.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and implement regular training programs for employees involved in AI development and

deployment to ensure they are aware of the AI policy and understand their roles and responsibilities.

Explanation:

ISO 42001:2023 requires that organizations ensure their employees are competent and aware of their roles and responsibilities related to AI systems. Regular training programs help employees understand the AI policy, their specific roles, and the importance of adhering to the established processes. This ensures effective implementation and compliance with the AI management system.

Incorrect Answers:

- **A. Recommend that the organization hire external consultants to manage AI development and deployment instead of training current employees.**
  - Hiring external consultants does not address the need for internal employee competence and awareness. Training current employees is essential for maintaining internal knowledge and compliance.
- **C. Suggest that the organization distribute a memo detailing the AI policy and employee responsibilities without any further training.**
  - Distributing a memo is insufficient for ensuring understanding and competence. Regular training programs are necessary to ensure thorough awareness and adherence to the AI policy.
- **D. Ignore the lack of training programs since the organization has documented its AI policy and risk management process.**
  - Ignoring the lack of training programs is non-compliant with ISO 42001:2023. Proper training is essential to ensure employees understand and can effectively implement the AI policy and risk management processes.

11. Scenario:

During an audit of an organization's AI management system, you find that the organization has established comprehensive AI risk assessment and treatment processes. However, there is no documented procedure for handling nonconformities related to AI systems, leading to unresolved issues and potential compliance risks.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization ignore nonconformities if they are minor and do not significantly impact the AI system's performance.

B. Advise the organization to establish and document a procedure for handling nonconformities related to AI systems, including corrective actions and preventive measures.

C. Suggest that the organization rely on ad-hoc measures to address nonconformities as they arise, without formal documentation.

D. Propose that the organization perform a complete overhaul of their AI systems to eliminate any possibility of nonconformities.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and document a procedure for handling nonconformities related to AI systems, including corrective actions and preventive measures.

Explanation:

ISO 42001:2023 requires organizations to have documented procedures for handling nonconformities to ensure issues are promptly identified, addressed, and prevented from recurring. Establishing and documenting such procedures ensures a systematic approach to managing nonconformities, contributing to the continuous improvement and reliability of AI systems.

Incorrect Answers:

- **A. Recommend that the organization ignore nonconformities if they are minor and do not significantly impact the AI system's performance.**
  - Ignoring nonconformities, even if minor, is non-compliant with ISO 42001:2023. All nonconformities should be addressed to ensure overall system integrity and compliance.
- **C. Suggest that the organization rely on ad-hoc measures to address nonconformities as they arise, without formal documentation.**
  - Ad-hoc measures lack consistency and reliability. Formal, documented procedures are necessary to systematically address and prevent nonconformities.

- **D. Propose that the organization perform a complete overhaul of their AI systems to eliminate any possibility of nonconformities.**
    - Overhauling AI systems is an impractical and extreme solution. Properly handling nonconformities through documented procedures is the appropriate and feasible approach.

12. Scenario:

While auditing an organization's AI management system, you discover that the organization has developed a robust AI system for automated medical diagnoses. However, there is no documented evidence of an AI system impact assessment being conducted, which is crucial given the sensitive nature and potential risks associated with medical AI applications.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend the organization to discontinue the AI system until an impact assessment is conducted.

B. Advise the organization to conduct an AI system impact assessment immediately and document the results.

C. Suggest that the organization rely on the existing medical guidelines instead of conducting an AI system impact assessment.

D. Ignore the lack of an impact assessment since the AI system is performing well and providing accurate diagnoses.

Answer Explanation:

Correct Answer: B. Advise the organization to conduct an AI system impact assessment immediately and document the results.

Explanation:

ISO 42001:2023 requires organizations to conduct AI system impact assessments to identify, evaluate, and address potential impacts on individuals and society, especially for sensitive applications like medical diagnoses. Conducting and documenting an AI system impact assessment ensures that the organization understands and mitigates any risks associated with the AI system, ensuring compliance and responsible use.

Incorrect Answers:

- **A. Recommend the organization to discontinue the AI system until an impact assessment is conducted.**
  - Discontinuing the AI system may be overly disruptive. Instead, conducting the impact assessment promptly while continuing to monitor the system's use can address compliance and risk management needs.
- **C. Suggest that the organization rely on the existing medical guidelines instead of conducting an AI system impact assessment.**
  - Existing medical guidelines do not replace the need for a specific AI system impact assessment. The assessment is crucial for understanding the AI system's unique risks and impacts.
- **D. Ignore the lack of an impact assessment since the AI system is performing well and providing accurate diagnoses.**
  - Ignoring the lack of an impact assessment is non-compliant with ISO 42001:2023. Performance alone does not ensure that all potential risks are identified

13. Scenario:

During an audit, you find that the organization's AI system used for customer service interactions has a high error rate, resulting in frequent customer complaints. Despite this, the organization has not reviewed or updated their AI objectives and performance metrics since the system was implemented.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization ignore the high error rate since customer complaints are not a major concern.

B. Advise the organization to review and update their AI objectives and performance metrics to better align with current performance and customer expectations.

C. Suggest that the organization continue using the existing AI objectives and performance metrics without any changes.

D. Propose that the organization temporarily disable the AI system until all customer complaints are resolved.

Answer Explanation:

Correct Answer: B. Advise the organization to review and update their AI objectives and performance metrics to better align with current performance and customer expectations.

Explanation:

ISO 42001:2023 requires organizations to regularly review and update AI objectives and performance metrics to ensure they remain relevant and aligned with the system's performance and stakeholder expectations. By updating these objectives and metrics, the organization can better address the high error rate and improve customer satisfaction, ensuring compliance and continuous improvement.

Incorrect Answers:

- **A. Recommend that the organization ignore the high error rate since customer complaints are not a major concern.**
  - Ignoring the high error rate and customer complaints is non-compliant with ISO 42001:2023. Addressing these issues through updated objectives and metrics is essential for maintaining system effectiveness and customer trust.
- **C. Suggest that the organization continue using the existing AI objectives and performance metrics without any changes.**
  - Continuing with outdated objectives and metrics does not address the high error rate or improve system performance. Regular reviews and updates are necessary to ensure relevance and effectiveness.
- **D. Propose that the organization temporarily disable the AI system until all customer complaints are resolved.**
  - Temporarily disabling the system is not a practical solution. Instead, reviewing and updating the objectives and metrics can provide a

sustainable way to address and resolve the issues while maintaining system operations.

14. Scenario:

During an audit of an organization's AI management system, you discover that the organization has not established a process for regularly communicating with interested parties about the AI system's performance and impact. This lack of communication has led to misunderstandings and mistrust among stakeholders.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization continue without any formal communication process since misunderstandings are minimal.

B. Advise the organization to establish and implement a regular communication process to keep interested parties informed about the AI system's performance and impact.

C. Suggest that the organization communicate only when there are significant changes or issues with the AI system.

D. Propose that the organization hire a public relations firm to handle all communications related to the AI system.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and implement a regular communication process to keep interested parties informed about the AI system's performance and impact.

Explanation:

ISO 42001:2023 requires organizations to maintain open and regular communication with interested parties regarding the performance and impact of AI systems. Establishing a formal communication process helps build trust, ensures transparency, and keeps stakeholders informed, which is crucial for managing expectations and addressing concerns effectively.

Incorrect Answers:

- **A. Recommend that the organization continue without any formal communication process since misunderstandings are minimal.**
    - Continuing without a formal communication process is non-compliant with ISO 42001:2023. Regular communication is necessary to maintain transparency and trust among stakeholders.
- **C. Suggest that the organization communicate only when there are significant changes or issues with the AI system.**
    - Communicating only during significant changes or issues is insufficient. Regular updates are essential to keep stakeholders continuously informed and engaged.
- **D. Propose that the organization hire a public relations firm to handle all communications related to the AI system.**
    - While a public relations firm can assist with communication, the organization must still establish a formal process to ensure consistent and ongoing communication with interested parties. This process should be integrated into the overall AI management system.

15. Scenario:

During an audit of an organization's AI management system, you find that the organization is using AI systems to process sensitive personal data. However, the organization has not implemented any specific measures to ensure the privacy and security of this data.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization ignore the need for privacy and security measures since there have been no data breaches.

B. Advise the organization to implement specific measures to ensure the privacy and security of sensitive personal data processed by their AI systems.

C. Suggest that the organization anonymize all personal data to avoid the need for privacy and security measures.

D. Propose that the organization reduce the use of sensitive personal data in their AI systems to minimize privacy and security concerns.

Answer Explanation:

Correct Answer: B. Advise the organization to implement specific measures to ensure the privacy and security of sensitive personal data processed by their AI systems.

Explanation:

ISO 42001:2023 requires organizations to implement measures to protect the privacy and security of sensitive personal data processed by AI systems. This includes ensuring data confidentiality, integrity, and availability, as well as compliance with relevant data protection regulations. Implementing specific privacy and security measures helps mitigate risks and ensures the responsible and ethical use of AI.

Incorrect Answers:

- **A. Recommend that the organization ignore the need for privacy and security measures since there have been no data breaches.**
  - Ignoring privacy and security measures is non-compliant with ISO 42001:2023 and poses significant risks. Preventative measures are essential to protect sensitive data.
- **C. Suggest that the organization anonymize all personal data to avoid the need for privacy and security measures.**
  - While anonymizing data can help, it is not always practical or sufficient. Specific privacy and security measures are necessary to protect data that cannot be anonymized and to ensure compliance.
- **D. Propose that the organization reduce the use of sensitive personal data in their AI systems to minimize privacy and security concerns.**
  - Reducing the use of sensitive personal data is not a comprehensive solution. Proper measures must be implemented to ensure privacy and security for any sensitive data used.

16. Scenario:

During an audit, you discover that the organization's AI system used for employee performance evaluations has not been tested for biases. This has led to several complaints from employees about unfair evaluations.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization ignore the complaints and continue using the AI system as it is.

B. Advise the organization to conduct a thorough bias assessment of the AI system and implement corrective measures based on the findings.

C. Suggest that the organization manually review all AI-generated evaluations to check for fairness.

D. Propose that the organization stop using AI for employee performance evaluations altogether.

Answer Explanation:

Correct Answer: B. Advise the organization to conduct a thorough bias assessment of the AI system and implement corrective measures based on the findings.

Explanation:

ISO 42001:2023 emphasizes the importance of ensuring AI systems are fair and unbiased. Conducting a thorough bias assessment helps identify and address any potential biases in the AI system, ensuring that evaluations are fair and compliant with the standard. Implementing corrective measures based on the assessment findings is crucial for maintaining trust and fairness in the AI system's outcomes.

Incorrect Answers:

- **A. Recommend that the organization ignore the complaints and continue using the AI system as it is.**
  - Ignoring the complaints and continuing with the biased system is non-compliant with ISO 42001:2023 and can lead to further unfairness and dissatisfaction among employees.
- **C. Suggest that the organization manually review all AI-generated evaluations to check for fairness.**
  - While manual reviews can help in the short term, they are not a sustainable solution. A thorough bias assessment and corrective measures are necessary for long-term fairness and compliance.
- **D. Propose that the organization stop using AI for employee performance evaluations altogether.**

- Stopping the use of AI for performance evaluations is not necessary if the system can be corrected for biases. Ensuring the AI system is fair and unbiased through proper assessments and adjustments is the appropriate approach.

17. Scenario:

During an audit of an organization's AI management system, you find that the organization has not established clear procedures for documenting and retaining evidence of the AI system's compliance with legal and regulatory requirements. This has led to difficulties in demonstrating compliance during external reviews.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization focus on improving the AI system's performance instead of documenting compliance.

B. Advise the organization to establish clear procedures for documenting and retaining evidence of the AI system's compliance with legal and regulatory requirements.

C. Suggest that the organization outsource compliance documentation to a third-party service provider.

D. Propose that the organization document compliance only when requested by external reviewers.

Answer Explanation:

Correct Answer: B. Advise the organization to establish clear procedures for documenting and retaining evidence of the AI system's compliance with legal and regulatory requirements.

Explanation:

ISO 42001:2023 requires organizations to have clear procedures for documenting and retaining evidence of compliance with legal and regulatory requirements. This documentation is essential for demonstrating compliance during external reviews and ensuring that the AI system operates within the legal framework. Establishing these procedures helps maintain transparency, accountability, and compliance.

Incorrect Answers:

- **A. Recommend that the organization focus on improving the AI system's performance instead of documenting compliance.**
    - Focusing solely on performance without ensuring compliance documentation is non-compliant with ISO 42001:2023. Both performance and compliance are crucial.
- **C. Suggest that the organization outsource compliance documentation to a third-party service provider.**
    - While outsourcing can be helpful, the organization must still have clear internal procedures to ensure comprehensive and accurate documentation of compliance.
- **D. Propose that the organization document compliance only when requested by external reviewers.**
    - Documenting compliance only upon request is insufficient. Regular and proactive documentation is necessary to ensure continuous compliance and readiness for any review.

18. Scenario:

During an audit, you find that the organization has an AI policy in place, but the policy does not include any commitments to continual improvement or integration with the organization's strategic direction. This oversight has led to stagnation in the development and optimization of AI systems.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization continue with the existing AI policy since it addresses the basic requirements.

B. Advise the organization to revise their AI policy to include commitments to continual improvement and alignment with the organization's strategic direction.

C. Suggest that the organization establish a separate policy for continual improvement of AI systems without integrating it into the main AI policy.

D. Propose that the organization focus on immediate performance improvements rather than policy changes.

Answer Explanation:

Correct Answer: B. Advise the organization to revise their AI policy to include commitments to continual improvement and alignment with the organization's strategic direction.

Explanation:

ISO 42001:2023 requires that the AI policy include commitments to continual improvement and be aligned with the organization's strategic direction. This ensures that the AI systems evolve and improve over time, staying relevant and effective in meeting organizational goals. Revising the AI policy to incorporate these elements is essential for compliance and long-term success.

Incorrect Answers:

- **A. Recommend that the organization continue with the existing AI policy since it addresses the basic requirements.**
  - Continuing with a policy that lacks commitments to continual improvement and strategic alignment is non-compliant with ISO 42001:2023 and hinders the organization's progress.
- **C. Suggest that the organization establish a separate policy for continual improvement of AI systems without integrating it into the main AI policy.**
  - A separate policy can create fragmentation and inconsistency. Integrating continual improvement into the main AI policy ensures a cohesive and comprehensive approach.
- **D. Propose that the organization focus on immediate performance improvements rather than policy changes.**
  - Immediate performance improvements are important, but without policy changes, they may not be sustainable. A revised AI policy ensures ongoing and systematic improvement.

19. Scenario:

During an audit, you discover that the organization has defined roles and responsibilities for AI management. However, there is no documented evidence that these roles include accountability for ensuring the ethical use of AI systems, leading to potential ethical concerns.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization ignore ethical considerations since they are not explicitly required by the standard.

B. Advise the organization to update the roles and responsibilities to include accountability for ensuring the ethical use of AI systems and document this change.

C. Suggest that the organization focus only on technical performance and leave ethical considerations to external regulators.

D. Propose that the organization establish a separate committee to oversee ethical issues without involving the current AI management roles.

Answer Explanation:

Correct Answer: B. Advise the organization to update the roles and responsibilities to include accountability for ensuring the ethical use of AI systems and document this change.

Explanation:

ISO 42001:2023 emphasizes the importance of ethical considerations in the use of AI systems. Including accountability for ethical use in the defined roles and responsibilities ensures that ethical concerns are actively managed and addressed. Documenting these changes ensures transparency and accountability within the organization.

Incorrect Answers:

- **A. Recommend that the organization ignore ethical considerations since they are not explicitly required by the standard.**
  - Ignoring ethical considerations is non-compliant with the spirit of ISO 42001:2023, which emphasizes responsible and ethical AI use.
- **C. Suggest that the organization focus only on technical performance and leave ethical considerations to external regulators.**
  - Ethical considerations are an integral part of AI management and should not be left solely to external regulators. Internal accountability is crucial.
- **D. Propose that the organization establish a separate committee to oversee ethical issues without involving the current AI management roles.**
  - While a separate committee can help, integrating ethical accountability into the current AI management roles ensures comprehensive and consistent oversight.

20. **Scenario:**

During an audit, you find that the organization has implemented several AI systems but has not established a process for evaluating the impact of AI system failures on their overall business operations. This lack of evaluation has led to significant disruptions whenever an AI system fails.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization ignore AI system failures and focus on other business priorities.

B. Advise the organization to establish and implement a process for evaluating the impact of AI system failures on business operations and document the findings.

C. Suggest that the organization manually address AI system failures as they occur without any formal evaluation process.

D. Propose that the organization replace all AI systems with manual processes to avoid system failures.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and implement a process for evaluating the impact of AI system failures on business operations and document the findings.

Explanation:

ISO 42001:2023 requires organizations to have processes in place for evaluating the impact of AI system failures on their business operations. This ensures that the organization can identify and mitigate potential disruptions, maintaining business continuity and minimizing risks. Documenting these evaluations helps in understanding the root causes and implementing corrective measures effectively.

Incorrect Answers:

- **A. Recommend that the organization ignore AI system failures and focus on other business priorities.**
    - Ignoring AI system failures is non-compliant with ISO 42001:2023 and can lead to significant business disruptions and risks.

- **C. Suggest that the organization manually address AI system failures as they occur without any formal evaluation process.**
    - Manually addressing failures without a formal process is inefficient and does not provide a systematic approach to identify and mitigate risks.
- **D. Propose that the organization replace all AI systems with manual processes to avoid system failures.**
    - Replacing AI systems with manual processes is impractical and counterproductive. Implementing a proper evaluation process is a more effective solution.

21. Scenario:

During an audit, you find that the organization has been using AI systems for automated customer service responses. However, the organization has not defined or documented any criteria for measuring the effectiveness and efficiency of these AI systems.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization discontinue the use of AI systems for customer service until effectiveness and efficiency criteria are defined.

B. Advise the organization to define and document specific criteria for measuring the effectiveness and efficiency of their AI systems used in customer service.

C. Suggest that the organization continue using the AI systems without any defined criteria, as long as there are no customer complaints.

D. Propose that the organization focus on expanding their AI capabilities rather than defining criteria for current systems.

Answer Explanation:

Correct Answer: B. Advise the organization to define and document specific criteria for measuring the effectiveness and efficiency of their AI systems used in customer service.

Explanation:

ISO 42001:2023 requires organizations to establish criteria for measuring the effectiveness and efficiency of AI systems. Defining and documenting these criteria ensures that the organization can systematically evaluate and improve their AI systems, ensuring they meet desired performance standards and provide value to the organization and its customers.

Incorrect Answers:

- **A. Recommend that the organization discontinue the use of AI systems for customer service until effectiveness and efficiency criteria are defined.**
  - Discontinuing the use of AI systems may be unnecessarily disruptive. Defining and documenting criteria while continuing to use the systems is a more practical approach.
- **C. Suggest that the organization continue using the AI systems without any defined criteria, as long as there are no customer complaints.**
  - Using AI systems without defined criteria does not ensure compliance with ISO 42001:2023 and can lead to unmanaged performance and efficiency issues.
- **D. Propose that the organization focus on expanding their AI capabilities rather than defining criteria for current systems.**
  - Expanding AI capabilities without ensuring current systems are effective and efficient is not compliant with ISO 42001:2023. Proper evaluation criteria are essential for responsible AI management.

22. Scenario:

During an audit of an organization's AI management system, you discover that while the organization has a well-documented AI policy, they have not established a clear process for handling changes to AI systems. This has resulted in several unauthorized changes that negatively impacted the system's performance.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization revert all changes made to the AI systems until a process is established.

B. Advise the organization to establish and document a formal process for managing changes to AI systems, including authorization and review procedures.

C. Suggest that the organization allow changes to AI systems to be made informally as long as they are communicated to the team afterward.

D. Propose that the organization only implement changes that are deemed critical, without the need for a formal process.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and document a formal process for managing changes to AI systems, including authorization and review procedures.

Explanation:

ISO 42001:2023 requires organizations to have formal processes in place for managing changes to AI systems. This includes documenting the procedures for authorization, review, and implementation of changes to ensure that all modifications are properly controlled and do not negatively impact system performance. Establishing such a process helps maintain system integrity and compliance.

Incorrect Answers:

- **A. Recommend that the organization revert all changes made to the AI systems until a process is established.**
  - Reverting all changes may be disruptive and impractical. Instead, establishing a formal process to manage future changes is a more balanced approach.
- **C. Suggest that the organization allow changes to AI systems to be made informally as long as they are communicated to the team afterward.**
  - Informal change management lacks control and accountability, leading to potential risks and non-compliance with ISO 42001:2023.
- **D. Propose that the organization only implement changes that are deemed critical, without the need for a formal process.**
  - Even critical changes need to be managed formally to ensure they are properly evaluated and implemented. A formal process is essential for all changes to maintain compliance and system integrity.

23. Scenario:

During an audit, you discover that the organization uses an AI system for fraud detection in financial transactions. However, the organization has not documented

any procedures for periodically reviewing the AI system's effectiveness and accuracy, leading to potential undetected fraud or false positives.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization ignore periodic reviews since the AI system is currently detecting fraud effectively.

B. Advise the organization to establish and document procedures for periodically reviewing the AI system's effectiveness and accuracy.

C. Suggest that the organization review the AI system only when there is a significant increase in fraud cases.

D. Propose that the organization rely on external audits to assess the AI system's effectiveness and accuracy instead of conducting internal reviews.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and document procedures for periodically reviewing the AI system's effectiveness and accuracy.

Explanation:

ISO 42001:2023 requires organizations to regularly review and assess the performance of their AI systems to ensure they remain effective and accurate. Periodic reviews help identify and address any issues with the system, such as undetected fraud or false positives, ensuring the AI system continues to meet its intended purpose and complies with relevant standards.

Incorrect Answers:

- **A. Recommend that the organization ignore periodic reviews since the AI system is currently detecting fraud effectively.**
    - Ignoring periodic reviews is non-compliant with ISO 42001:2023 and can lead to undetected issues over time. Regular assessments are necessary to maintain system effectiveness.
- **C. Suggest that the organization review the AI system only when there is a significant increase in fraud cases.**

- Waiting for a significant increase in fraud cases before reviewing the system is reactive and does not align with the proactive approach required by ISO 42001:2023.

- **D. Propose that the organization rely on external audits to assess the AI system's effectiveness and accuracy instead of conducting internal reviews.**
  - While external audits can be valuable, internal reviews are essential for ongoing monitoring and quick identification of issues. A combination of both is often the best practice.

24. Scenario:

During an audit, you find that the organization uses an AI system to make decisions about employee promotions. However, there is no transparency in the decision-making process, and employees do not understand how the AI system reaches its conclusions, leading to concerns about fairness.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization keep the AI decision-making process confidential to maintain its competitive advantage.

B. Advise the organization to establish and implement procedures to ensure transparency in the AI system's decision-making process, including clear communication with employees about how decisions are made.

C. Suggest that the organization only disclose decision-making criteria when employees file formal complaints.

D. Propose that the organization switch to a manual decision-making process for employee promotions to avoid transparency issues.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and implement procedures to ensure transparency in the AI system's decision-making process, including clear communication with employees about how decisions are made.

Explanation:

ISO 42001:2023 emphasizes the importance of transparency in AI systems, especially when making decisions that significantly impact individuals, such as employee promotions. Ensuring transparency helps build trust and allows employees to understand and trust the AI system's decisions. Clear communication about the decision-making process is crucial for maintaining fairness and compliance.

Incorrect Answers:

- **A. Recommend that the organization keep the AI decision-making process confidential to maintain its competitive advantage.**
  - Keeping the decision-making process confidential can lead to mistrust and concerns about fairness, which is non-compliant with the transparency requirements of ISO 42001:2023.
- **C. Suggest that the organization only disclose decision-making criteria when employees file formal complaints.**
  - Disclosing criteria only when complaints are filed is reactive and insufficient. Proactive transparency is necessary to ensure ongoing trust and compliance.
- **D. Propose that the organization switch to a manual decision-making process for employee promotions to avoid transparency issues.**
  - Switching to a manual process is not necessary if transparency can be achieved with the AI system. Proper procedures and communication can ensure the AI system is fair and transparent.

25. Scenario:

During an audit, you find that the organization has implemented multiple AI systems for various functions. However, there is no centralized governance framework to oversee these AI systems, leading to inconsistencies in their management and potential risks.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that each department independently manage their AI systems without a centralized framework.

B. Advise the organization to establish a centralized governance framework to oversee the management of all AI systems, ensuring consistency and compliance.

C. Suggest that the organization only focus on high-risk AI systems and leave other systems unmanaged.

D. Propose that the organization periodically review AI systems without implementing a centralized governance framework.

Answer Explanation:

Correct Answer: B. Advise the organization to establish a centralized governance framework to oversee the management of all AI systems, ensuring consistency and compliance.

Explanation:

ISO 42001:2023 emphasizes the importance of a centralized governance framework for managing AI systems. This framework ensures consistency, proper risk management, and compliance across all AI systems within the organization. A centralized approach helps in aligning AI systems with organizational policies and standards, reducing risks associated with decentralized and inconsistent management.

Incorrect Answers:

- **A. Recommend that each department independently manage their AI systems without a centralized framework.**
  - Independent management by each department can lead to inconsistencies and increased risks. A centralized governance framework ensures uniformity and compliance.
- **C. Suggest that the organization only focus on high-risk AI systems and leave other systems unmanaged.**
  - Focusing only on high-risk systems is insufficient. All AI systems should be managed under a centralized framework to ensure comprehensive oversight and risk management.
- **D. Propose that the organization periodically review AI systems without implementing a centralized governance framework.**
  - Periodic reviews without a centralized framework can still result in inconsistencies. A centralized governance framework provides a structured and consistent approach to managing all AI systems.

26. Scenario:

An organization is implementing an AI system for predictive maintenance in its manufacturing plant. However, the implementation team has not involved any stakeholders from the maintenance department, leading to a lack of buy-in and potential usability issues.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Proceed with the implementation without involving the maintenance department to avoid delays.

B. Advise the implementation team to include stakeholders from the maintenance department in the planning and implementation phases to ensure the AI system meets their needs and gains their buy-in.

C. Suggest that the implementation team conduct training for the maintenance department after the AI system is fully deployed.

D. Propose that the organization hire external consultants to manage the implementation without involving internal stakeholders.

Answer Explanation:

Correct Answer: B. Advise the implementation team to include stakeholders from the maintenance department in the planning and implementation phases to ensure the AI system meets their needs and gains their buy-in.

Explanation:

ISO 42001:2023 emphasizes the importance of stakeholder involvement in the implementation of AI systems. Including stakeholders from the maintenance department ensures that their needs and concerns are addressed, leading to better usability and acceptance of the AI system. Involvement of relevant stakeholders is crucial for successful implementation and compliance with the standard.

Incorrect Answers:

- **A. Proceed with the implementation without involving the maintenance department to avoid delays.**

- Ignoring stakeholder involvement can lead to usability issues and lack of acceptance, which is non-compliant with ISO 42001:2023.

- **C. Suggest that the implementation team conduct training for the maintenance department after the AI system is fully deployed.**
  - While training is important, involving stakeholders from the beginning ensures that the system is designed to meet their needs, leading to better acceptance and effectiveness.
- **D. Propose that the organization hire external consultants to manage the implementation without involving internal stakeholders.**
  - External consultants can provide expertise, but internal stakeholder involvement is crucial for ensuring the AI system aligns with organizational needs and practices.

27. Scenario:

An organization is developing an AI system to assist with customer service inquiries. However, the organization has not conducted any risk assessments to identify potential impacts on customer data privacy and security.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Proceed with the development without conducting risk assessments to avoid delays.

B. Advise the organization to conduct a comprehensive risk assessment to identify and mitigate potential impacts on customer data privacy and security.

C. Suggest that the organization implement the AI system and monitor for any privacy and security issues as they arise.

D. Propose that the organization outsource the risk assessment to an external company without internal oversight.

Answer Explanation:

Correct Answer: B. Advise the organization to conduct a comprehensive risk assessment to identify and mitigate potential impacts on customer data privacy and security.

Explanation:

ISO 42001:2023 requires organizations to conduct risk assessments to identify, evaluate, and mitigate potential risks associated with AI systems. This is particularly important for systems that handle sensitive data, such as customer service inquiries. Conducting a comprehensive risk assessment ensures that the organization can address any privacy and security concerns before they become issues, ensuring compliance and protecting customer data.

Incorrect Answers:

- **A. Proceed with the development without conducting risk assessments to avoid delays.**
  - Skipping risk assessments is non-compliant with ISO 42001:2023 and can lead to significant privacy and security issues.
- **C. Suggest that the organization implement the AI system and monitor for any privacy and security issues as they arise.**
  - Reactive monitoring is insufficient. Proactive risk assessments are necessary to identify and mitigate issues before they occur.
- **D. Propose that the organization outsource the risk assessment to an external company without internal oversight.**
  - While outsourcing can be beneficial, internal oversight is essential to ensure that the risk assessment aligns with the organization's specific context and requirements. Internal stakeholders should be involved in the risk assessment process.

28. Scenario:

An organization is deploying an AI system to optimize its supply chain operations. However, the organization has not established any performance metrics to evaluate the system's effectiveness or its impact on operational efficiency.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Deploy the AI system without performance metrics and evaluate its effectiveness based on general feedback.

B. Advise the organization to establish specific performance metrics to evaluate the AI system's effectiveness and its impact on operational efficiency before deployment.

C. Suggest that the organization monitor the AI system's performance informally and make adjustments as needed.

D. Propose that the organization rely on the AI system vendor's default metrics for evaluation.

Answer Explanation:

Correct Answer: B. Advise the organization to establish specific performance metrics to evaluate the AI system's effectiveness and its impact on operational efficiency before deployment.

Explanation:

ISO 42001:2023 requires organizations to define and document performance metrics for AI systems. These metrics help evaluate the system's effectiveness and its impact on operational efficiency. Establishing specific metrics before deployment ensures that the organization can systematically assess the AI system's performance and make informed decisions about its optimization and improvement.

Incorrect Answers:

- **A. Deploy the AI system without performance metrics and evaluate its effectiveness based on general feedback.**
  - Evaluating effectiveness based on general feedback is insufficient and non-compliant with ISO 42001:2023. Specific metrics are necessary for systematic evaluation.
- **C. Suggest that the organization monitor the AI system's performance informally and make adjustments as needed.**
  - Informal monitoring lacks the rigor and consistency required by ISO 42001:2023. Formal metrics provide a structured approach to performance evaluation.
- **D. Propose that the organization rely on the AI system vendor's default metrics for evaluation.**
  - Vendor's default metrics may not align with the organization's specific goals and requirements. Custom performance metrics ensure relevance and comprehensiveness in evaluation.

29. Scenario:

An organization is integrating an AI system to enhance its marketing strategies by analyzing customer behavior data. However, the organization has not established

any ethical guidelines or frameworks to ensure the responsible use of customer data within the AI system.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Proceed with the AI integration without ethical guidelines to expedite the marketing strategy enhancement.

B. Advise the organization to establish and implement ethical guidelines and frameworks to ensure the responsible use of customer data within the AI system.

C. Suggest that the organization rely on existing general business ethics without specific AI-related guidelines.

D. Propose that the organization only consider ethical guidelines if a customer data misuse incident occurs.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and implement ethical guidelines and frameworks to ensure the responsible use of customer data within the AI system.

Explanation:

ISO 42001:2023 emphasizes the importance of ethical considerations in the use of AI systems, particularly when dealing with sensitive data such as customer behavior. Establishing and implementing ethical guidelines and frameworks ensures that the AI system operates responsibly, protecting customer data and maintaining trust. This proactive approach is essential for compliance and ethical AI use.

Incorrect Answers:

- **A. Proceed with the AI integration without ethical guidelines to expedite the marketing strategy enhancement.**
    - Ignoring ethical guidelines compromises compliance with ISO 42001:2023 and risks unethical use of customer data, potentially leading to trust issues and legal consequences.
- **C. Suggest that the organization rely on existing general business ethics without specific AI-related guidelines.**

- General business ethics may not adequately address the specific challenges and responsibilities associated with AI systems. Specific AI-related ethical guidelines are necessary.

- **D. Propose that the organization only consider ethical guidelines if a customer data misuse incident occurs.**
  - Reactive consideration of ethics is insufficient. Proactively establishing ethical guidelines ensures responsible AI use from the outset, preventing misuse incidents.

30. Scenario:

An organization has developed an AI system for financial forecasting. The organization has not conducted any stakeholder engagement sessions to gather input and feedback from key stakeholders, including financial analysts and decision-makers.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Proceed with the deployment of the AI system without stakeholder engagement to save time.

B. Advise the organization to conduct stakeholder engagement sessions to gather input and feedback from financial analysts and decision-makers before finalizing the AI system.

C. Suggest that the organization deploy the AI system and collect feedback from stakeholders after implementation.

D. Propose that the organization focus solely on the technical development of the AI system and not involve stakeholders.

Answer Explanation:

Correct Answer: B. Advise the organization to conduct stakeholder engagement sessions to gather input and feedback from financial analysts and decision-makers before finalizing the AI system.

Explanation:

ISO 42001:2023 emphasizes the importance of stakeholder engagement in the development and deployment of AI systems. Engaging stakeholders such as

financial analysts and decision-makers ensures that the AI system meets their needs and expectations, and that any potential issues are identified and addressed early. This approach enhances the system's effectiveness and fosters acceptance and trust among users.

Incorrect Answers:

- **A. Proceed with the deployment of the AI system without stakeholder engagement to save time.**
  - Skipping stakeholder engagement can lead to unmet needs, potential issues, and lack of trust, which is non-compliant with ISO 42001:2023.
- **C. Suggest that the organization deploy the AI system and collect feedback from stakeholders after implementation.**
  - Collecting feedback after deployment is reactive and can result in significant rework and disruptions. Proactive engagement is essential for compliance and effective system design.
- **D. Propose that the organization focus solely on the technical development of the AI system and not involve stakeholders.**
  - Ignoring stakeholder involvement overlooks crucial insights and feedback, leading to a system that may not align with user needs and organizational goals. Stakeholder engagement is a key component of compliance with ISO 42001:2023.

31. Scenario:

An organization is using an AI system for automated decision-making in the hiring process. However, there is no clear documentation or process for handling and investigating complaints from job applicants who believe they were unfairly treated by the AI system.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization ignore complaints from job applicants to avoid additional workload.

B. Advise the organization to establish and document a clear process for handling and investigating complaints from job applicants about the AI system.

C. Suggest that the organization handle complaints informally without a documented process.

D. Propose that the organization discontinue the use of AI in hiring to prevent any potential complaints.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and document a clear process for handling and investigating complaints from job applicants about the AI system.

Explanation:

ISO 42001:2023 requires organizations to have documented procedures for handling and investigating complaints related to AI systems. Establishing a clear process ensures that complaints are addressed fairly and transparently, maintaining trust in the AI system and ensuring compliance with ethical and legal standards.

Incorrect Answers:

- **A. Recommend that the organization ignore complaints from job applicants to avoid additional workload.**
  - Ignoring complaints is non-compliant with ISO 42001:2023 and can lead to significant ethical and legal issues.
- **C. Suggest that the organization handle complaints informally without a documented process.**
  - Handling complaints informally lacks the transparency and consistency required by ISO 42001:2023. A documented process is essential.
- **D. Propose that the organization discontinue the use of AI in hiring to prevent any potential complaints.**
  - Discontinuing the use of AI is not necessary if proper complaint handling procedures are in place. AI systems can provide significant benefits when managed correctly.

32. Scenario:

An organization has implemented an AI system for dynamic pricing in its e-commerce platform. However, the organization has not conducted any audits to ensure that the AI system's pricing decisions comply with relevant legal and regulatory requirements.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization trust the AI system's decisions without conducting audits to avoid disrupting operations.

B. Advise the organization to conduct regular audits of the AI system to ensure its pricing decisions comply with relevant legal and regulatory requirements.

C. Suggest that the organization only conduct audits if customers file complaints about unfair pricing.

D. Propose that the organization disable the AI system temporarily until compliance can be verified through a one-time audit.

Answer Explanation:

Correct Answer: B. Advise the organization to conduct regular audits of the AI system to ensure its pricing decisions comply with relevant legal and regulatory requirements.

Explanation:

ISO 42001:2023 requires organizations to regularly audit their AI systems to ensure compliance with legal and regulatory requirements. Regular audits help identify and rectify any non-compliance issues, ensuring the AI system's decisions are fair, legal, and ethical. This proactive approach maintains trust and minimizes the risk of legal repercussions.

Incorrect Answers:

- **A. Recommend that the organization trust the AI system's decisions without conducting audits to avoid disrupting operations.**
    - Trusting the AI system without audits is non-compliant with ISO 42001:2023 and poses significant risks of non-compliance with legal and regulatory requirements.

- **C. Suggest that the organization only conduct audits if customers file complaints about unfair pricing.**
    - Conducting audits only in response to complaints is reactive and insufficient. Regular audits are necessary to proactively ensure compliance.
- **D. Propose that the organization disable the AI system temporarily until compliance can be verified through a one-time audit.**
    - Disabling the AI system is unnecessarily disruptive. Regular, ongoing audits ensure continuous compliance and system reliability.

33. Scenario:

An organization has implemented an AI system for monitoring and managing energy consumption across its facilities. However, the organization has not established any procedures for regularly updating the AI system based on new data and advancements in technology.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization continue using the AI system without updates to avoid operational disruptions.

B. Advise the organization to establish and implement procedures for regularly updating the AI system based on new data and technological advancements.

C. Suggest that the organization update the AI system only when significant issues arise.

D. Propose that the organization rely on the initial setup and configuration without considering future updates.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and implement procedures for regularly updating the AI system based on new data and technological advancements.

Explanation:

ISO 42001:2023 requires organizations to ensure their AI systems are regularly updated based on new data and technological advancements. Regular updates help

maintain the AI system's effectiveness, accuracy, and compliance with evolving standards and requirements. Establishing procedures for updates ensures the AI system remains relevant and performs optimally.

Incorrect Answers:

- **A. Recommend that the organization continue using the AI system without updates to avoid operational disruptions.**
  - Avoiding updates can lead to outdated and less effective AI systems, which is non-compliant with ISO 42001:2023.
- **C. Suggest that the organization update the AI system only when significant issues arise.**
  - Waiting for significant issues before updating is reactive and can lead to performance degradation and non-compliance. Regular updates are necessary.
- **D. Propose that the organization rely on the initial setup and configuration without considering future updates.**
  - Relying solely on the initial setup without updates does not align with ISO 42001:2023, which emphasizes the need for continuous improvement and adaptation to new data and technology.

34. Scenario:

An organization uses an AI system for predictive analytics in its supply chain management. However, the organization has not provided any training to its employees on how to interpret and act on the AI system's predictions, leading to misinformed decisions and inefficiencies.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization allow employees to learn about the AI system on their own through trial and error.

B. Advise the organization to develop and implement a comprehensive training program for employees on how to interpret and act on the AI system's predictions.

C. Suggest that the organization rely solely on the AI system's recommendations without involving employees in the decision-making process.

D. Propose that the organization only provide training to a select few employees in senior management positions.

Answer Explanation:

Correct Answer: B. Advise the organization to develop and implement a comprehensive training program for employees on how to interpret and act on the AI system's predictions.

Explanation:

ISO 42001:2023 requires that organizations ensure their employees are competent in using AI systems, which includes understanding how to interpret and act on AI predictions. A comprehensive training program ensures that all relevant employees are equipped with the necessary skills and knowledge, leading to more informed decisions and improved efficiency.

Incorrect Answers:

- **A. Recommend that the organization allow employees to learn about the AI system on their own through trial and error.**
  - Relying on trial and error is inefficient and can lead to mistakes and misinformed decisions. Structured training is necessary for compliance and effective use of AI.
- **C. Suggest that the organization rely solely on the AI system's recommendations without involving employees in the decision-making process.**
  - Employee involvement is crucial for interpreting AI recommendations within the context of the business. Solely relying on AI without human oversight can lead to errors and non-compliance.
- **D. Propose that the organization only provide training to a select few employees in senior management positions.**
  - Training should be provided to all relevant employees who interact with the AI system to ensure comprehensive understanding and effective use across the organization. Limiting training to senior management is insufficient.

35. Scenario:

An organization has implemented an AI system to streamline its customer support operations. However, there is no process in place to regularly evaluate and improve the system based on customer feedback and performance metrics.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization continue using the AI system without evaluations to avoid disruptions.

B. Advise the organization to establish and implement a process for regularly evaluating and improving the AI system based on customer feedback and performance metrics.

C. Suggest that the organization rely solely on periodic technical maintenance without considering customer feedback.

D. Propose that the organization conduct a one-time evaluation and improvement cycle, then continue using the AI system without further assessments.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and implement a process for regularly evaluating and improving the AI system based on customer feedback and performance metrics.

Explanation:

ISO 42001:2023 emphasizes the importance of continual improvement and stakeholder feedback. Regularly evaluating the AI system using customer feedback and performance metrics ensures the system remains effective, meets user needs, and can adapt to changing requirements. This approach helps in maintaining high standards of service and compliance with the standard.

Incorrect Answers:

- **A. Recommend that the organization continue using the AI system without evaluations to avoid disruptions.**
    - Avoiding evaluations is non-compliant with ISO 42001:2023 and can lead to a decline in system performance and user satisfaction over time.

- **C. Suggest that the organization rely solely on periodic technical maintenance without considering customer feedback.**
    - Technical maintenance alone is insufficient. Customer feedback is crucial for understanding real-world performance and areas needing improvement.
- **D. Propose that the organization conduct a one-time evaluation and improvement cycle, then continue using the AI system without further assessments.**
    - A one-time evaluation does not ensure ongoing effectiveness. Regular assessments are necessary for continual improvement and compliance with the standard.

36. Scenario:

An organization uses an AI system to analyze large sets of data for market trend predictions. However, the organization has not documented any procedures for data governance, including data quality, integrity, and security measures.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization continue without documented data governance procedures since the AI system is functioning well.

B. Advise the organization to establish and document comprehensive data governance procedures to ensure data quality, integrity, and security.

C. Suggest that the organization only focus on data security and ignore data quality and integrity.

D. Propose that the organization rely on the data sources' inherent quality without establishing internal governance procedures.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and document comprehensive data governance procedures to ensure data quality, integrity, and security.

Explanation:

ISO 42001:2023 requires organizations to have documented data governance procedures to ensure the quality, integrity, and security of the data used in AI systems. Comprehensive data governance helps maintain the reliability and accuracy of AI predictions, supports compliance with legal and regulatory requirements, and protects against data breaches and corruption.

Incorrect Answers:

- **A. Recommend that the organization continue without documented data governance procedures since the AI system is functioning well.**
  - Functioning well currently does not guarantee future reliability. Proper documentation and procedures are necessary for sustained compliance and performance.
- **C. Suggest that the organization only focus on data security and ignore data quality and integrity.**
  - Focusing solely on data security while ignoring quality and integrity is insufficient. All aspects of data governance are critical for ensuring reliable and compliant AI system operation.
- **D. Propose that the organization rely on the data sources' inherent quality without establishing internal governance procedures.**
  - Relying on data sources without internal governance procedures is risky. Internal governance ensures that all data, regardless of source, meets the necessary standards for quality, integrity, and security.

37. Scenario:

An organization has implemented an AI system to automate its financial auditing processes. However, there is no formal process for logging and tracking AI system errors and incidents, which has led to unresolved issues affecting the system's reliability.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization ignore minor errors and incidents to focus on major issues.

B. Advise the organization to establish a formal process for logging and tracking all AI system errors and incidents to ensure they are resolved promptly.

C. Suggest that the organization rely on manual checks to identify errors without a formal logging process.

D. Propose that the organization replace the AI system with manual auditing to avoid errors.

Answer Explanation:

Correct Answer: B. Advise the organization to establish a formal process for logging and tracking all AI system errors and incidents to ensure they are resolved promptly.

Explanation:

ISO 42001:2023 requires organizations to have processes in place for identifying, logging, and tracking AI system errors and incidents. This ensures that all issues are documented and addressed promptly, maintaining the system's reliability and compliance. A formal logging and tracking process helps in continuous improvement and risk management.

Incorrect Answers:

- **A. Recommend that the organization ignore minor errors and incidents to focus on major issues.**
  - Ignoring minor errors can lead to larger, unresolved issues over time. All errors and incidents should be logged and addressed to ensure system reliability.
- **C. Suggest that the organization rely on manual checks to identify errors without a formal logging process.**
  - Manual checks without formal logging are insufficient and non-compliant with ISO 42001:2023. A structured logging process ensures systematic tracking and resolution of issues.
- **D. Propose that the organization replace the AI system with manual auditing to avoid errors.**
  - Replacing the AI system with manual auditing is not a practical solution. Proper error logging and tracking can help maintain the AI system's reliability and benefits.

38. Scenario:

An organization has deployed an AI system to optimize its inventory management. However, the organization has not established any procedures for ensuring the

system's compliance with applicable data protection regulations, leading to potential risks in handling sensitive supplier and customer data.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization ignore data protection regulations since the AI system is performing well.

B. Advise the organization to establish and implement procedures to ensure the AI system's compliance with applicable data protection regulations.

C. Suggest that the organization rely on the AI system vendor's data protection measures without internal procedures.

D. Propose that the organization limit the AI system's use of sensitive data to minimize potential risks.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and implement procedures to ensure the AI system's compliance with applicable data protection regulations.

Explanation:

ISO 42001:2023 requires organizations to comply with relevant data protection regulations when implementing AI systems. Establishing and implementing procedures ensures that the AI system handles sensitive data responsibly and legally, mitigating risks and maintaining compliance. These procedures are essential for protecting supplier and customer data and maintaining trust.

Incorrect Answers:

- **A. Recommend that the organization ignore data protection regulations since the AI system is performing well.**
  - Ignoring data protection regulations is non-compliant with ISO 42001:2023 and can lead to significant legal and ethical issues.
- **C. Suggest that the organization rely on the AI system vendor's data protection measures without internal procedures.**

- While vendor measures can help, the organization must have its own internal procedures to ensure comprehensive and consistent compliance.

- **D. Propose that the organization limit the AI system's use of sensitive data to minimize potential risks.**
  - Limiting the use of sensitive data alone is insufficient. Proper procedures are necessary to ensure that any data used is handled in compliance with regulations.

39. Scenario:

An organization has implemented an AI system for automated decision-making in loan approvals. The organization has not conducted any impact assessments to evaluate how the AI system's decisions affect different demographic groups, leading to concerns about potential biases and unfair treatment.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization continue using the AI system without impact assessments since it is already in place.

B. Advise the organization to conduct comprehensive impact assessments to evaluate and address potential biases and unfair treatment in the AI system's decisions.

C. Suggest that the organization only address biases if there are formal complaints from affected individuals.

D. Propose that the organization replace the AI system with manual decision-making to avoid biases.

Answer Explanation:

Correct Answer: B. Advise the organization to conduct comprehensive impact assessments to evaluate and address potential biases and unfair treatment in the AI system's decisions.

Explanation:

ISO 42001:2023 requires organizations to conduct impact assessments to ensure that AI systems operate fairly and do not discriminate against any demographic

groups. Comprehensive impact assessments help identify and mitigate potential biases, ensuring that the AI system's decisions are fair and ethical.

Incorrect Answers:

- **A. Recommend that the organization continue using the AI system without impact assessments since it is already in place.**
  - Continuing without impact assessments is non-compliant with ISO 42001:2023 and risks perpetuating biases and unfair treatment.
- **C. Suggest that the organization only address biases if there are formal complaints from affected individuals.**
  - Waiting for formal complaints is reactive and insufficient. Proactive impact assessments are necessary to identify and address biases before they cause harm.
- **D. Propose that the organization replace the AI system with manual decision-making to avoid biases.**
  - Replacing the AI system with manual decision-making is not practical. Addressing biases through impact assessments ensures the AI system can be used effectively and fairly.

40. Scenario:

An organization uses an AI system to automate the process of reviewing and approving expense reports. However, the organization has not established any protocols for regularly validating the accuracy and reliability of the AI system's decisions.

Question:

What is the most appropriate action to take to ensure compliance with ISO 42001:2023?

A. Recommend that the organization trust the AI system's decisions without validation to avoid disruptions.

B. Advise the organization to establish and implement protocols for regularly validating the accuracy and reliability of the AI system's decisions.

C. Suggest that the organization only validate the AI system's decisions when discrepancies are reported by employees.

D. Propose that the organization manually review all expense reports in addition to using the AI system.

Answer Explanation:

Correct Answer: B. Advise the organization to establish and implement protocols for regularly validating the accuracy and reliability of the AI system's decisions.

Explanation:

ISO 42001:2023 emphasizes the importance of regularly validating the performance of AI systems to ensure their decisions are accurate and reliable. Establishing and implementing validation protocols helps maintain the system's integrity, improves trust in its outcomes, and ensures compliance with organizational standards and regulations.

Incorrect Answers:

- **A. Recommend that the organization trust the AI system's decisions without validation to avoid disruptions.**
  - Trusting the AI system without validation is non-compliant with ISO 42001:2023 and can lead to undetected errors and issues.
- **C. Suggest that the organization only validate the AI system's decisions when discrepancies are reported by employees.**
  - Reactive validation is insufficient. Regular validation is necessary to proactively identify and address potential issues.
- **D. Propose that the organization manually review all expense reports in addition to using the AI system.**
  - Manually reviewing all reports negates the efficiency benefits of using an AI system. Regular validation protocols ensure the AI system can be trusted without the need for redundant manual reviews.

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