

AI portability checklist

Record ownership, exports, dependencies and a replacement test.

An ownership and export inventory	A small supplier-change test plan	A completed knowledge-answer example
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A free worksheet from ailevrg.com/guides/avoid-ai-vendor-lock-in

Use current contracts and product documentation for the setup you actually use. Confirm claims through an export and test.

01 Ownership

Business records and current storage	Code, rules and prompts ownership
Reviewed decisions and evaluation records	Current documentation and agreement checked

02 Export

Available format and field definitions	Source origin and separate dates
Identifiers, relationships and permissions	Information missing from an export

03 Dependencies

Supplier-specific features

Model and tool adapters

Replacement integration work

Deletion and access arrangements

04 Test

Small authorised collection to export

Reconstruction and evaluation examples

Observed gaps, cost and owner

Next review or supplier-change trigger

Moving a structured reporting answer

Invented teaching example. No client outcome is claimed.

Preserve

Invented reporting facts, client IDs, source origin, quotations and separate validity and collection dates.

Reconstruct

Load the records into a test application and apply the same client and date checks.

Retest

Current answer, expired record, conflicting sources and wrong-client request.

Limit

A successful structured-data export does not prove that an entire production system can be moved without additional work.