



Decision Support & the Road Ahead

Three patterns for better decisions, the bias checklist, the guardrails senior HR should set, and your personal playbook and 30-day plan.

دعم القرار وخارطة الطريق

ثلاثة أنماط لقرارات أفضل، وقائمة فحص التحيز، والضوابط التي ينبغي لقيادات الموارد البشرية وضعها، ودليلك الشخصي وخطة الثلاثين يومًا.

Three decision-support patterns

ثلاثة أنماط لدعم القرار

AI generates perspectives. People make the call.

1 • Three futures

Role: Strategic HR advisor.

Context: We are considering [decision]. Constraints: [budget, timing, policy]. Stakeholders: [list].

Task: Describe the best, expected and worst case at 6 and 12 months. For each, give three leading indicators we would see early.

Format: A table, then the two questions we should answer before deciding.

2 • Option weighing

Task: Compare options [A], [B], [C] against these criteria, weighted: [criterion – weight].

Score each 1-5 with a one-line justification. Then tell me which criterion my decision is most sensitive to, and what evidence would change the ranking.

3 • Pre-mortem

It is [date 6 months ahead]. The decision to [X] has failed. Write the honest post-mortem: the three most likely causes, the early warning we ignored, and what a careful team would have done in month one.

النموذج يقدم وجهات النظر، والإنسان يتخذ القرار.

Bias checklist for decisions about people

قائمة فحص التحيز

Run this on any prompt, rubric or output that touches hiring, promotion, pay, performance or exit.

- ☐ **Proxies.** Does the input contain names, ages, nationality, address, university, graduation year, employment gaps, photos? Remove them before the AI step.
- ☐ **"Culture fit".** Is any criterion undefined? Replace it with observable behaviours.
- ☐ **Language.** Ask the assistant to rewrite its output about two equivalent candidates with names swapped. Does the wording change?
- ☐ **Small groups.** Any conclusion about a group under twenty people is fragile. Say so.
- ☐ **Historical data.** If the past was unfair, a model trained on it will be too. What is the baseline?
- ☐ **Explainability.** Can you explain to the person affected why the recommendation was made, in plain language?
- ☐ **Human decision.** Is a named person accountable for the final call, not the tool?

Guardrails senior HR should set

الضوابط التي ينبغي لقيادات الموارد البشرية وضعها

NEVER AUTOMATED	ALWAYS HUMAN-REVIEWED	ALWAYS LOGGED
Hiring, promotion, pay, disciplinary and termination decisions. Any final judgement about an individual.	Anything naming a person. Anything leaving HR. Anything with a number that leadership will act on. All Arabic/English pairs.	Which tool, which prompt, which data class (green/amber), who reviewed, when. A shared prompt library with owners.

Frame every proposal in the language your leadership and the UAE government now use: **human leads, AI enables** — services that understand the person, interact per need, and complete requests on their behalf under human accountability.

My personal playbook

دليلي الشخصي

MY FIVE PROMPTS	1. _____ 2. _____ 3. _____ 4. _____ 5. _____
MY ONE WORKFLOW	Process: _____ · AI step: _____ · Review owner: _____
MY TOOLS	Drafting: _____ · Grounded Q&A: _____ · Reports: _____
MY RED LIST	Never enters a public tool: _____
MY CHECK	Before sending: traced · back-translated · assumptions asked · second person if it names someone

My 30-day plan

WEEK	WHAT I WILL DO	EVIDENCE IT WORKED
Week 1	Use one prompt from my library on one real task. Save the before/after.	

Week 2	Run my redesigned workflow once, end to end, with the review point.
Week 3	Produce one verified, one-page brief for my manager from existing (green/amber) data.
Week 4	Share one prompt with a colleague; propose one guardrail to the team. Check-in on 26 September.

الأسبوع الأول: أمر واحد على مهمة حقيقية · الثاني: منهجية العمل مرة واحدة كاملة · الثالث: إحاطة موثقة لمديري ·
الرابع: مشاركة أمر مع زميل واقتراح ضابط واحد للفريق.

Where to keep learning

Anthropic and Google publish free, plain-language guides to their assistants; NotebookLM and Gamma have ten-minute tutorials inside the product. The best teacher is the verification habit: every time an output surprises you, find out why.

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