CLM pilot evidence log

Use one copy per task and candidate system. Compare the current process with a pilot using similar agreement families and the same definition of a correct result.

Fictional example
Can a second reviewer identify the executed amendment and reproduce both sites' notice requirements?

Set the test before the demo

Workflow and candidate system

Owner and independent reviewer

Sample records and source versions

Pilot dates and timing rule

Expected answer, supporting evidence and pass condition

Record observations from both runs

Baseline result, elapsed time, help needed and evidence

Pilot result, elapsed time, help needed and evidence

Matched / attempted cases

Incorrect, missing or unsupported outputs

Make the rollout decision

Material gap, correction and retest owner

Expand, fix and retest, or stop

Sponsor, decision date and next review