



HARPONIAN
INTERNATIONAL

Enterprise Prompting Standards

Standardized prompting and output verification

Format	Runtime	Audience	Deployment	LMS/SSO	PO
On-Demand	25-30 minutes	Business users, managers, risk, audit	Enterprise licensing	Optional	Supported

Executive Overview

Enterprise Prompting Standards is a practical program that standardizes how employees structure prompts, handle business data in prompts, and verify AI outputs before use. It establishes reusable prompting rules, review expectations, and verification practices so AI-assisted work is more consistent, safer, and easier to govern across the organization. The program introduces the Prompt Lifecycle and GCES framework so prompts can be reused, explained, and audited over time.

Program Outcome

Standardize prompting practices to reduce data leakage, errors, and inconsistent outcomes.

Why This Matters

Without a common prompting standard, teams may place sensitive data into prompts, produce inconsistent outputs, or use unverified content in business work. A structured baseline creates safer patterns, clearer review expectations, and stronger evidence that AI-assisted work is being performed responsibly.

Enterprise Risk Exposure Addressed

- Sensitive data included in prompts or uploads
- Hallucinated outputs entering business materials
- Inconsistent prompt quality across teams
- No verification standard for AI-assisted work

What the Organization Receives

- **Enterprise Prompt Standard:** Do/don't rules, standard structure, and safe patterns.
- **Prompt Review Checklist:** Aligned to data classification and business use.
- **Output Verification Protocol:** How to validate outputs before use in decisions or documents.
- **Reusable Prompt Library:** Approved prompt patterns for common enterprise tasks.
- **Templates, Workbook, and Guidance:** Governance-oriented materials for practical rollout.

Controls & Evidence

- Designed for records retention, version control, and documented review cadence
- Supports internal control alignment and defensible oversight practices
- Produces an audit-reviewable evidence set suitable for internal audit request workflows
- No submission of sensitive or proprietary data is required to complete the program