THE RESULT

"All four plants audit-ready"? Not yet. The 98% leaves out 215 seasonal workers, and Vietnamese materials arrive after the audit window opens.

A Director of L&D at a 14,000-person food maker checks a region's monthly draft against the audit pre-read before it reaches the CHRO, with any AI chat her company allows.

THE RESULT The Central paragraph Ana sends the CHRO on Thursday. Fictional company.

PELLAN FOODS · LEARNING · CENTRAL REGION

Central: audit readiness, corrected

For: Lauren Park, CHRO
From: Ana Ruiz · December 10

THE ANSWER

Not yet audit-ready. The 98% covers permanent employees only (1,374 of 1,400). Counting the 215 seasonal and agency workers on site, 1,481 of 1,615 have a training record (91.7%), if each paper sign-off covers food safety. The auditors will sample temporary staff, check language and expect records at the plant. · Inputs 3, 4, 5

BY PLANT

Ames	Dayton	Joliet	Peoria
Closest	**Close**	**Not yet**	**Not yet**
3 permanent incomplete	85 seasonal sheets at regional HR, not the plant	38 sheets missing; 7 allergen; 46 Vietnamese speakers	0 of 70 sheets; 31 Vietnamese speakers

WHAT HAPPENS NEXT

ACTION — **Plant managers: seasonal sign-offs on site, copies to regional HR**
Joliet and Peoria first: 108 workers with no sheet received. A missing sheet doesn't prove no training; it can't be shown on the day. · Inputs 4, 5

ACTION — **Joliet: 7 allergen-line workers complete allergen training**
· Input 3

QA DECIDES — **Vietnamese: food safety module expected January 25, allergen not started**
The QA director decides what training in Vietnamese will satisfy the auditors before then. · Inputs 5, 6

CAUGHT ON REVIEW

1. "98%" **counts permanent staff only**; 215 seasonal and agency workers are left out
2. "Allergen training complete": **Joliet is 88 of 95**
3. Vietnamese materials **arrive January 25**, after the audit window opens

UC-001 · SC-18 · REV A	
FOR **Director of L&D**	SECTOR **Food & beverage manufacturing**
COMPANY **14,000 people · 18 plants · US, Canada**	TASK **Check a region's "audit-ready" claim before it reaches the CHRO**
WRITTEN FOR **ChatGPT · Claude · Gemini · Copilot**	
AI TEST **Claude, Nov 13, 2026 · 6 of 6 found**	

STEP 0 · THE MESS

What landed on Ana's desk

A one-line request from the CHRO, a confident regional draft, a learning system export, a note from plant operations, the QA director's audit pre-read and a translation tracker. The draft only looks at the first two.

EMAIL · CHRO [1]

Central draft

“Can you check it before it goes in Thursday's update? The audit window opens January 11.”

1 **A date to keep.**

REGIONAL DRAFT [2]

Central

“All four Central plants are audit-ready. Food safety training completion is 98%.”

2 **Five claims.**

LMS EXPORT [3]

Permanent employees

Joliet allergen: 95 in scope, 88 completed. Seasonal workers are not in the LMS.

3 **Who's missing?**

NOTE · PLANT OPS [4]

Seasonal workers

Peoria: 70 on site, 0 sign-off sheets received.

4 **Count them.**

AUDIT PRE-READ [5]

From QA

“Auditors will sample … temporary and agency staff … Records must be available at the plant.”

5 **The real test.**

TRANSLATION TRACKER [6]

Status

Vietnamese food safety module: expected January 25.

6 **Check the date.**

YOU'RE NOT ALONE

34%

of US food recalls in 2024 were for undeclared allergens or ingredients, the single biggest cause.

U.S. PIRG Education Fund, Food for Thought 2025 (101 of 296 FDA and USDA recalls). Source

STEPS 1–3 · HOW IT WORKS

Three steps, one chat

Here the AI checks someone else's draft against the test that matters. The prompt names that test.

1 Open a new chat

Use the AI tool your company approves: ChatGPT, Claude, Gemini or Copilot.

2 Paste the prompt and the inputs

Copy the prompt and the six fictional inputs from the appendix into one message.

3 Recount one figure yourself

Add the seasonal workers to the total and work out the rate again. Then decide what the CHRO needs to hear.

THE PROMPT, PART BY PART

COPY-READY VERSION IN THE APPENDIX

I'm Director of L&D at a food manufacturer. Our Central region's monthly draft for the CHRO says all four of its plants are audit-ready. The food safety certification audit window opens January 11, and the CHRO's update goes out Thursday, December 10. Today is Monday, December 7. Below are her email, the regional draft, our learning system export, a note from plant operations, the audit pre-read from our QA director and the translation tracker.

1 **Who you are, whose draft it is, the audit date and today's date.**

Please review the draft:

1. **Is the headline right?** Yes, no or partly, in two sentences.
2. **Each claim in the draft**: supported, not supported or unverified, with the input that shows it.
3. **What the auditors will ask for that we can't show yet**, plant by plant.
4. **A corrected paragraph** for the CHRO, no longer than the original.

2 **A yes, no or partly, a verdict on each claim with its source, the gaps by plant, and a corrected paragraph no longer than the original.**

Check each claim against what the audit pre-read says the auditors will look for, not only against our own numbers. Count everyone on the floor. Don't add facts that aren't in the inputs; if you assume something, say so.

3 **The heavy lifting: check each claim against what the auditors will look for, and count everyone on the floor. It found all six problems.**

WHERE TO PASTE

Every tool has one message box. Paste the prompt, add a blank line, paste the inputs, send. Exports can be attached as files if your tool allows it.

SAFE TO TRY

Practise with the fictional inputs first. Real training records name people: use only your company's approved tool, and remove names first.

THE AI'S FIRST ANSWER

What Claude actually wrote

Exactly as it came back, not edited. Read it the way Ana did: check each point against the source it cites.

UNEDITED Claude · fresh session, no other context · Nov 13, 2026 · one run

1. Is the headline right?

No. Not one of the four plants can yet show the auditors a full set of training records. Joliet and Peoria have the largest gaps: missing sign-offs, untrained allergen-line workers and no Vietnamese materials. `A: plant by plant`

2. Each claim in the draft

Claim	Verdict	What shows it
"All four Central plants are audit-ready."	**Not supported**	The pre-read [5] says auditors will sample everyone on the floor, including temporary and agency staff, check allergen training and training language, and expect the records at the plant. The gaps are listed in section 3. `found`
"Food safety training completion is 98%."	**Not supported as written**	The 98% is real but covers permanent employees only. In the LMS export [3], 1,374 of 1,400 completed (98.1%). The note under [3] says seasonal and agency workers are not in the LMS. Counting everyone on the floor ([3] plus [4]) gives 1,615 workers. If every paper sign-off covers food safety, 1,481 of 1,615 have a record (91.7%). Counting the LMS alone, it is 1,374 of 1,615 (85.1%). By plant, sign-offs included: Dayton 490/497 (98.6%), Joliet 394/440 (89.5%), Ames 287/290 (99.0%), Peoria 310/388 (79.9%). `found`
"Allergen training is complete at all plants."	**Not supported**	In [3], Joliet shows 88 of 95 allergen-line workers complete, so 7 have no completion recorded. Dayton (120/120) and Peoria (110/110) are complete for permanent staff only. The inputs don't say whether any seasonal or agency workers work on allergen lines, or what training they had, so that part is **unverified**. Ames has no allergen lines. `found`
"Spanish and Vietnamese materials have been rolled out."	**Partly supported**	Spanish: supported. Per [6], the food safety module has been live since October 1, and the allergen module is live in Spanish. Vietnamese: not supported. Per [6], the food safety module is "in review, expected January 25", which is after the audit window opens on January 11 [1]. The Vietnamese allergen module is "not started". [6] lists 46 Vietnamese-speaking workers at Joliet and 31 at Peoria. `found`
"Seasonal hiring for the holiday peak went smoothly."	**Unverified**	No input talks about how hiring went. [4] only gives headcounts and sign-off sheets. Peoria has 0 sheets for 70 workers, which doesn't fit "smoothly" when it comes to training records.

3. What the auditors will ask for that we can't show yet, plant by plant (measured against [5])

- **Dayton**
  - 7 permanent workers have no food safety completion (405/412).
  - All 85 sign-off sheets for seasonal and agency workers are at regional HR. [5] says records must be at the plant, and the inputs don't say whether copies are there. `found`
  - It is unknown whether any of the 85 work on allergen lines and have allergen training.
  - It is unknown whether any Dayton workers need Vietnamese, because [6] lists Vietnamese speakers for Joliet and Peoria only.
- **Joliet**
  - 8 permanent workers have no food safety completion (372/380).
  - 7 allergen-line workers have no allergen completion (88/95).
  - Regional HR has no sign-off for 38 of the 60 seasonal and agency workers (22 received), and the 22 that exist are at regional HR, not confirmed at the plant. `found`
  - Allergen training for seasonal and agency workers on allergen lines is unknown.
  - 46 Vietnamese-speaking workers have no Vietnamese food safety training before January 25 and no Vietnamese allergen training at all. It is unknown how they were trained. `C: QA's call`
- **Ames**
  - 3 permanent workers have no food safety completion (287/290).
  - There are no seasonal workers and no allergen lines.
  - Language needs are unknown, because [6] gives no Ames figure. This is the plant closest to ready.

- **Peoria**
  - 8 permanent workers have no food safety completion (310/318).
  - Regional HR has received no sign-offs for any of the 70 seasonal and agency workers (0 received).
  - Allergen training for seasonal and agency workers is unknown.
  - 31 Vietnamese-speaking workers have the same gap as Joliet: no Vietnamese food safety module until January 25 and no Vietnamese allergen module.

4. Corrected paragraph for the CHRO (34 words; the original is 35)

> Central is not yet audit-ready. The 98% excludes 215 seasonal and agency workers; HR has sign-offs for 22 of Joliet and Peoria's 130. Seven Joliet allergen-line workers are incomplete. Vietnamese materials miss January 11.
> `B: actions and owners`

Assumptions and what's unknown

- I assumed the paper sign-off sheets in [4] cover food safety training. The inputs don't say what they cover, or whether they include allergen training.
- "Sheets not received at regional HR" doesn't mean no training happened. Sheets may be sitting at the plant. That is unverified either way.
- It is unknown whether the 77 Vietnamese-speaking workers are permanent or seasonal, and how they have been trained so far.
- Today, December 7, is a Monday and December 10 is a Thursday, as stated. That leaves three days to confirm the sign-offs with the plants before the update goes out.

`found` caught a planted problem `A–C` Ana changes it; see the next section

THE HUMAN PART

What Ana changed, and why

Claude found every planted problem and was careful not to treat a missing sheet as missing training. Ana's edits are about how the CHRO reads it, what happens next, and who decides.

WHAT CLAUDE FOUND: 6 OF 6 PLANTED PROBLEMS

One run

- ✓ "Audit-ready" fails the auditors' test
- ✓ "98%" leaves out 215 workers
- ✓ Seasonal sign-offs missing
- ✓ Joliet allergen: 88 of 95
- ✓ Vietnamese arrives after January 11
- ✓ Records at HR

THREE EDITS, ALL JUDGMENT CALLS

	CLAUDE WROTE	ANA'S VERSION	WHY · AUDIENCE
A	"No. Not one of the four plants can yet show the auditors a full set of training records."	**Plant by plant: Ames is closest, Dayton is close once its records are at the plant, Joliet and Peoria are not yet ready.**	Ames has 3 people to finish. Peoria has 70 with no sheet received. Putting them in one sentence hides where the work is.

	CLAUDE WROTE	ANA'S VERSION	WHY · ACTION
B	A corrected paragraph that says what's wrong and stops.	**Each gap has a next step and an owner: plant managers for the sign-offs, Joliet for allergen, the QA director for Vietnamese.**	The CHRO will ask what's being done. The paragraph should answer before she asks.

	CLAUDE WROTE	ANA'S VERSION	WHY · ESCALATION
C	"46 Vietnamese-speaking workers have no Vietnamese food safety training before January 25 …"	**The QA director decides what training in Vietnamese will satisfy the auditors before the module arrives.**	L&D can't make the module arrive sooner. What the auditors will accept is a quality decision, so it goes to the person who owns the audit.

What only you can do Show the CHRO where the work is, give each gap an owner, and send the audit question to the person who answers for the audit. The AI checked the claims. You decide what happens next.

YOUR TURN

Make it yours

Use it whenever someone says you're "ready": for an audit, an inspection, a customer visit, a certification.

YOUR PROMPT: FILL IN THE BRACKETS

I'm the **[your role]** at a **[industry]** company. **[Whose draft]** says **[the claim]**. **[The audit or deadline]** is on **[date]**, and the update goes out **[date]**. Today is **[date]**. Below are **[the request, the draft, training records, headcount for temporary workers, the audit checklist or pre-read, translation status]**.

Please review the draft: **1. Is the headline right?** Yes, no or partly, in two sentences. **2. Each claim in the draft**: supported, not supported or unverified, with the input that shows it. **3. What the auditors will ask for that we can't show yet**, site by site. **4. A corrected paragraph**, no longer than the original.

Check each claim against what the audit checklist says the auditors will look for, not only against our own numbers. Count everyone on the floor. Don't add facts that aren't in the inputs; if you assume something, say so.

FIVE CHECKS BEFORE YOU SEND

1. Every "ready" is tested against the auditor's checklist.
2. Temporary, agency and seasonal workers are in the count.
3. Records are where the auditor will ask for them, on the day.
4. Translation dates are checked against the audit date.
5. Each gap has an owner, and quality owns the audit questions.

MAKE IT REPEATABLE (OPTIONAL)

Save the prompt once and reuse it before every audit or inspection: a custom GPT in ChatGPT, a project in Claude, a Gem in Gemini, or an agent in Copilot. Some companies switch these off; copy and paste always works.

WITH REAL DATA

Training records and audit findings name people and may be sensitive. Use only the AI tool your company approves, remove names, and follow its rules.

WHAT THIS EXAMPLE SHOWS

One run of this prompt in Claude found all six problems planted in fictional inputs and rewrote the paragraph within the original length.

WHAT IT DOESN'T SHOW

That every tool, setting or run will do the same, how much time it saves you, or how a real audit would turn out. Pellan Foods and its people are fictional.

APPENDIX

Copy-ready: the prompt and the six inputs

Copy the prompt, then all six inputs, into one message in a new chat. Everything here is fictional and safe to paste.

THE PROMPT

I'm Director of L&D at a food manufacturer. Our Central region's monthly draft for the CHRO says all four of its plants are audit-ready. The food safety certification audit window opens January 11, and the CHRO's update goes out Thursday, December 10. Today is Monday, December 7. Below are her email, the regional draft, our learning system export, a note from plant operations, the audit pre-read from our QA director and the translation tracker.

Please review the draft:

1. **Is the headline right?** Yes, no or partly, in two sentences.
2. **Each claim in the draft**: supported, not supported or unverified, with the input that shows it.
3. **What the auditors will ask for that we can't show yet**, plant by plant.
4. **A corrected paragraph** for the CHRO, no longer than the original.

Check each claim against what the audit pre-read says the auditors will look for, not only against our own numbers. Count everyone on the floor. Don't add facts that aren't in the inputs; if you assume something, say so.

[1] EMAIL FROM LAUREN PARK, CHRO

Ana, Central's draft says all four plants are audit-ready. Can you check it before it goes in Thursday's update? The certification audit window opens January 11.

[2] CENTRAL REGION DRAFT (FROM THE REGIONAL HR MANAGER)

All four Central plants are audit-ready. Food safety training completion is 98%. Allergen training is complete at all plants. Spanish and Vietnamese materials have been rolled out. Seasonal hiring for the holiday peak went smoothly.

[3] LMS EXPORT, DECEMBER 4 (PERMANENT EMPLOYEES)

Plant	Food safety (GMP): in scope	Completed	Allergen, allergen-line workers: in scope	Completed
Dayton	412	405	120	120
Joliet	380	372	95	88
Ames	290	287	no allergen lines	
Peoria	318	310	110	110

Note: seasonal and agency workers are trained on paper at the plant and are not in the LMS.

[4] NOTE FROM PLANT OPERATIONS: SEASONAL AND AGENCY WORKERS ON SITE SINCE NOVEMBER 16

Plant	On site	Paper sign-off sheets received at regional HR
Dayton	85	85
Joliet	60	22
Ames	0	
Peoria	70	0

[5] AUDIT PRE-READ, FROM THE QA DIRECTOR

Auditors will sample training records for workers on the floor during the visit, including temporary and agency staff. They will ask for training in a language the worker understands, and for allergen training for line workers on allergen lines. Records must be available at the plant on the day.

[6] TRANSLATION TRACKER

- Food safety (GMP) module: Spanish live since October 1. Vietnamese in review, expected January 25.
- Allergen module: Spanish live. Vietnamese not started.
- Vietnamese-speaking workers: Joliet 46, Peoria 31.