



PROOF RECORD

D-POAF® Framework - Wave Close-Out Document

A) Wave Information

Wave ID	Wave Name	Wave Captain	Date Closed

PoD: Proof of Delivery

What was committed in the Wave Scope?

List the deliverables agreed at Wave start.

What was actually delivered?

List all delivered artifacts, code, docs, features.

Validation Method

How was delivery validated? (e.g. code review, UAT, demo, automated tests)

Validated By

Name + Role of person who confirmed delivery.

Status: ☐ Approved ☐ Partial ☐ Not Met ☐ N/A

Evidence Attached (PoD)

Evidence ID	Type	Description	Location / Link
E-001			
E-002			
E-003			

Status: ☐ Approved ☐ Partial ☐ Not Met ☐ N/A

PoV: Proof of Value**Expected Value (from Wave Scope)**

What impact was promised? (metrics, KPIs, outcomes)

Achieved Value

What actually happened? Include numbers.

Measurement Method

How was impact measured? When?

Status: ☐ Approved ☐ Partial ☐ Not Met ☐ N/A

Evidence Attached (PoV)

Evidence ID	Type	Description	Location / Link
E-001			
E-002			

Status: ☐ Approved ☐ Partial ☐ Not Met ☐ N/A

PoR: Proof of Reliability**Security Checks Performed***e.g. OWASP review, pen test, dependency scan***Compliance Requirements Met***e.g. GDPR, SOC 2, EU AI Act, ISO 27001***Anomalies Detected During Monitoring***Any issues flagged by Peacekeepers post-delivery?***Resolution Status***How were anomalies resolved?***Status:** ☐ Approved ☐ Partial ☐ Not Met ☐ N/A**Evidence Attached (PoR)**

Evidence ID	Type	Description	Location / Link
E-001			
E-002			

Status: ☐ Approved ☐ Partial ☐ Not Met ☐ N/A**E) Lessons Learned & Feedback Register****What worked well in this Wave?***Capture what to replicate in future Waves.***What should be improved?***Process issues, prompt quality problems, tooling gaps.*

PromptRegister updates needed

Which prompts should be archived, refined, or flagged as reusable?

F) Approval & Sign-Off

Role	Name	Decision	Date
Wave Captain		<input type="checkbox"/> Closed <input type="checkbox"/> Rejected <input type="checkbox"/> Partial	
Sponsor / Stakeholder		<input type="checkbox"/> Accepted <input type="checkbox"/> Revision needed	
Peacekeepers		<input type="checkbox"/> Cleared <input type="checkbox"/> Issues remain	

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