

## JoMar Business Solutions™

*ClarityCommand Classes™*

Document 22

# Responsible AI Statement

Effective Date: May 14, 2026 · Version 1.0

*External-facing policy. Publishable.*

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## 1. Our Position

Artificial intelligence is a tool, not a professional. JoMar Business Solutions™ develops and deploys AI features in our Platforms to support education, organization, and self-directed learning, while preserving user agency, professional licensure, and individual responsibility. We treat AI as augmentation of human judgment, not a substitute for it.

## 2. Principles

### 2.1 Education First, Not Advice

Our AI features (including Leslie AI™) are designed to explain, organize, summarize, and prompt reflection — not to render legal, financial, tax, medical, mental-health, or other professional judgments. AI outputs are educational drafts, not finished professional work product.

### 2.2 Human Verification Required

Users are required to independently review and verify AI outputs before relying on them. We make this requirement explicit in our Terms of Service, AI Disclaimer, AI Safety & Acceptable Use Policy, and at the point of AI interaction.

### 2.3 No High-Stakes Automation

Our AI features are not designed for, and should not be used for, decisions affecting hiring, lending, insurance, housing, education admissions, government benefits, medical diagnosis, public safety, or autonomous operation of vehicles, machinery, or critical infrastructure.

### 2.4 Privacy by Design

We do not use private user conversations or uploads to train publicly released AI foundation models. We may use de-identified, aggregated information to improve our prompt design, lesson recommendations, and educational logic. Users may submit privacy requests to limit or delete AI conversation history.

## 2.5 Sensitive Data Restrictions

We prohibit submission of full Social Security Numbers, government identification numbers, full account numbers, credentials, medical records, or other regulated sensitive data into AI features. Users who submit such information against this guidance may request immediate deletion.

## 2.6 Safety and Anti-Abuse

We prohibit prompt injection, jailbreak attempts, and adversarial use that would extract prohibited content. We monitor for abuse and may suspend AI access in response.

## 2.7 Transparency

We disclose the use of AI in our products. We make clear which features are AI-generated and which are produced by humans. We disclose material AI safety incidents through our breach- and incident-response procedures where applicable.

## 2.8 Continuous Improvement

AI capabilities, risks, and regulatory expectations evolve quickly. We review our AI governance practices at least annually and incorporate lessons from user reports, safety incidents, and industry guidance.

## 3. Governance Structure

- AI feature changes affecting safety, privacy, or user-visible behavior are reviewed before release.
- AI infrastructure providers are bound by data-protection and confidentiality commitments consistent with our Privacy Policy.
- Incidents involving AI features follow our Security Incident Response Policy and AI Incident Escalation Workflow.
- AI-related user reports are triaged and addressed under documented procedures.

## 4. What We Will Not Do

- We will not present AI outputs as licensed professional advice.
- We will not use AI to make high-stakes consequential decisions about users.
- We will not sell user AI inputs.
- We will not use private user conversations to train publicly released foundation models.
- We will not deploy AI features without human-readable disclosures and verification reminders.

## 5. User Responsibilities

- Treat AI outputs as drafts; verify before acting.
- Consult licensed professionals for legal, financial, tax, medical, or therapeutic matters.
- Do not submit prohibited sensitive data.

- Report safety issues and harmful outputs through our reporting channels.

## **6. Reporting AI Safety Issues**

leslie@jomarbusinesssolutions.com · Subject: "AI Safety Report"

## **7. Related Documents**

AI Disclaimer (Document 9), AI Safety & Acceptable Use Policy (Document 12), Privacy Policy (Document 1), Educational Services Agreement (Document 7), Security Incident Response Policy (Document 16).