

# Ethical AI in HR: A Practical Framework

A one-page snapshot for modern HR leaders



## DEFINE PURPOSE & BOUNDARIES

**Intent:** Clearly articulate why AI is being introduced (e.g., streamline hiring)

**Boundaries:** Set transparent limits, what will AI do, and what remains human-led?

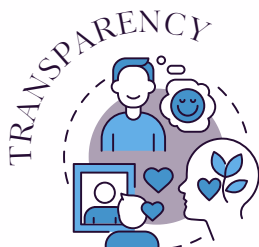
**Stakeholder Input:** Involve employees and leaders early to align on goals and concerns.

## MITIGATE BIAS & PROMOTE EQUITY

**Bias Checks:** Regularly audit AI tools for bias, don't assume "neutrality."

**Inclusive Data:** Use diverse, representative datasets to train and test AI.

**Accessible Design:** Ensure AI systems are usable and understandable for all employees.



## MAKE AI UNDERSTANDABLE

**Explainability:** Offer clear, plain-language explanations for AI-driven decisions.

**Disclosure:** Inform employees when and how AI is used in HR processes.

**Feedback Loops:** Create channels for questions, feedback, and concerns about AI.

## ASSIGN OWNERSHIP & OVERSIGHT

**Human Oversight:** Keep people in the loop. Final decisions should remain human, not algorithmic.

**Clear Roles:** Assign responsibility for monitoring AI performance and ethics.

**Continuous Review:** Schedule regular reviews to assess impact and adapt as needed.



## UPHOLD LEGAL & ETHICAL STANDARDS

**Regulatory Awareness:** Stay current with evolving laws and guidelines (e.g., data privacy, anti-discrimination)

**Data Stewardship:** Protect employee data with secure, ethical handling.

**Ethical Partnerships:** Vet vendors for their own AI ethics and compliance.