AI Agent Skipped-Step Audit Checklist

Brand: OperatorForge AI
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Use case: Catch AI agents that skip required tasks, silently ignore constraints, or finish without evidence.

Who this is for

? Founders using coding or operations agents for real work.
? Automation consultants managing multi-step client workflows.
? Teams letting agents edit files, call tools, deploy pages, update CRMs, or run recurring jobs.

The pain it solves

AI agents often appear productive while missing a required step: a test was not run, a file was not updated, a URL was not verified, a branch was not checked, a customer-facing change was not evidenced, or a blocker was quietly assumed away. This checklist turns vague ?did the agent do it?? reviews into a concrete evidence audit.

10-minute skipped-step audit

Run this after any agent task with more than three steps.

1. Restate the required outcome.
   - What did the operator ask for?
   - What would be visibly true if the task were complete?

2. List every required artifact.
   - Files created or modified.
   - URLs deployed or updated.
   - Reports, PDFs, CSVs, screenshots, commits, cards, or logs.

3. Map requirements to evidence.
   - Each requirement must have a file path, command output, screenshot, diff, API read, or public URL.
   - No evidence means the step is not complete.

4. Check for silent substitutions.
   - Did the agent choose a different deliverable because the original was hard?
   - Did it replace a live verification with a local-only check?
   - Did it summarize a plan instead of executing it?

5. Check the negative constraints.
   - No spending.
   - No unauthorized account creation.
   - No raw secrets in chat/logs/docs.
   - No unrelated brand references.
   - No customer-facing send/post/deploy outside scope.

6. Confirm verification was direct.
   - Public URL fetched in browser or curl.
   - Download opens or returns HTTP 200.
   - Tests actually ran.
   - Data file exists and has expected records.
   - Deployment state is checked after deploy, not inferred from local build.

7. Identify skipped-decision points.
   - Was a required owner approval needed?
   - Was a blocker converted into a safe fallback?
   - Was the smallest ask documented?

8. Run a second-pass diff.
   - Inspect changed files for accidental placeholder text, old brand names, broken relative paths, and empty sections.

9. Record the final state.
   - Done, partially done, blocked, or unsafe.
   - Include exact next action.

10. Create one reusable prevention rule.
   - Add a checklist item, test, cron instruction, or prompt rule to prevent the same miss next time.

Evidence matrix template

Requirement	Expected evidence	Evidence found	Status	Fix needed
Deliverable created	File path + non-empty content		Pass / Fail	
Public page updated	Live URL + visible change		Pass / Fail	
Download works	HTTP 200 + correct filename		Pass / Fail	
Brand separation preserved	Search result or grep output		Pass / Fail	
Tests/checks run	Command + result		Pass / Fail	
Blockers documented	Needs-from-owner note		Pass / Fail	

Red flags that mean the agent probably skipped something

? The final answer says ?ready to deploy? but no deployment was attempted or verified.
? It reports a file path that does not exist.
? It says ?verified? without naming the command, URL, screenshot, or API read.
? A generated page links to missing assets.
? A paid CTA points nowhere and no fallback contact path exists.
? A task references a prior brand, client, or workspace that should be separate.
? The agent did research only when the mission required building an asset.
? It asks for a blocker that could have been worked around with a safe local fallback.

Prevention prompt for agent runs

Paste this into any agent task that has multiple deliverables:

Before you finish, create a requirement-to-evidence table. For every requested deliverable or constraint, include the file path, command output, public URL, API read, screenshot, or exact blocker. If any requirement lacks evidence, keep working or mark it blocked with the smallest next ask. Do not claim verification from memory.

Consultant monetization angle

Package this as a lightweight Agent Work QA Review:

? $150?$300: one-time audit of an AI-generated workflow, landing page, automation, or repository change.
? $500?$1,500/month: recurring agent-output QA for founders using coding agents or automation agents weekly.
? $1,000?$3,000: implementation of evidence gates, checklists, CI checks, deployment verification, and rollback documentation.

Simple pitch: ?If your team is using AI agents, we make sure the agent actually did every required step before the work reaches customers.?

Related OperatorForge AI resources

? AI Agent Safety Preflight & Rollback Checklist.
? n8n Client Automation QA Checklist.
? Small Business AI Automation Field Manual Pro Pack.