



The Decision Log – records layer template

Append-only. One row per governance event. This is the "what did happen" layer that keeps the "what should happen" policies honest — and the raw feed for Module 6's governance metrics.

Rules of the log

1. **Append-only.** Rows are never edited or removed. A wrong entry gets a correcting entry.
2. **Every gate disposition, lifecycle transition, and policy override lands here** — including the embarrassing ones. Especially those.
3. **Overrides are legal; unlogged overrides are not.** Three identical overrides in a quarter means the rule is wrong — take it to the quarterly review.
4. Keep it boring and greppable: one line per event, fixed columns, no prose essays. Notes ≤ 140 characters.

Format

Keep it wherever your gate lives — a CSV in the repo, a sheet, custom fields on the work item. Columns:

Column	Content
date	YYYY-MM-DD
actor	who decided
object	KO- or CAND- id
event	gate-new · gate-update · gate-retire · validate · override · ownership-change
decision	A1 / A2 / M1 / R1-R6 · accept / reject · archived · reassigned
edit_distance	0-3 or %, for A2 and accepted diffs (blank otherwise)
trigger	what caused the event: recurrence, drift, product change, review date, sweep...
note	≤140 chars: target ids, override reason, escalation ref

Example rows

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date,actor,object,event,decision,edit_distance,trigger,note
2026-08-12,j.rivera,CAND-0021,gate-new,A2,1,recurrence,promoted as K0-000310
2026-08-12,j.rivera,CAND-0022,gate-new,R2,,recurrence,duplicate of K0-000198
2026-08-13,t.okafor,K0-000142,gate-update,accept,2,product change,macOS 15.6 changed settings path
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2026-08-14,j.rivera,K0-000301,override,,,policy §5,validated with owner field pending reorg – see  
sweep  
2026-09-01,k.lead,K0-000305,gate-retire,archived,,fixed_in shipped,superseded-by K0-000340; adoption  
84%
```

Retention and review

Keep everything, forever — the log is small and its value compounds. At the [quarterly] governance review, read three things from it: the reject-reason mix (tunes capture and prompts), the override pattern (tunes the policies), and gate throughput vs. queue age (tunes curator capacity).

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