

AI Use and Transparency Policy

Effective 29 June 2026 · Next review June 2027

1. Purpose and scope

This policy sets out how Kindred Consulting uses artificial intelligence in its work, how it handles client information when doing so, and who is accountable for the result. It applies to all engagements Kindred undertakes and to every deliverable Kindred produces.

Kindred adopts this policy as a matter of professional practice. No law currently requires a consultancy of Kindred's size and structure to publish an AI policy. Kindred publishes one because its clients, particularly in government and financial services, are increasingly required to govern their own use of AI and are entitled to understand how a supplier uses it on their behalf.

2. How Kindred uses AI

Kindred is AI-agnostic and represents no AI vendor. It selects tools on merit for each engagement. The primary AI tool in active use is Claude, developed by Anthropic, applied to four kinds of work:

- **Research.** Gathering and summarising source material across large volumes of documents and data.
- **Analysis.** Structuring and pressure-testing options, findings, and recommendations.
- **Drafting.** Producing first drafts of reports, briefs, proposals, and correspondence.
- **Code assistance.** Writing, reviewing, and explaining code in technical engagements.

Kindred does not use AI to make professional judgments, to generate advice that is delivered without review, or to process confidential client information in consumer AI products. AI supports the work. It is not a substitute for the expertise a client engages Kindred to provide.

3. Human oversight

Every output produced with AI assistance is reviewed, edited, and approved by Alan Taychouri before it is delivered to a client. AI does not make professional judgments on a client's behalf. Recommendations, risk assessments, and the trade-offs in any piece of advice are decided by Alan, drawing on AI as an input rather than an authority. Where an AI output and Alan's professional view differ, the professional view governs the deliverable.

4. Client data

Kindred handles client information under the following commitments:

- **Not used to train models.** Where client information is processed with AI assistance, it is handled under Anthropic's commercial terms, under which content submitted through the API is not used to train Anthropic's models. Kindred does not place confidential client information into consumer AI products that may use it for training.
- **Used only for your engagement.** Client information is used solely for the engagement it relates to and under that engagement's confidentiality terms. It is not repurposed for other clients or other work.

- **Separated at an operational level.** Confidential client information is kept separate from the AI-assisted working environment, applying the same data classification discipline Kindred advises clients to adopt. This separation is built into how the work is done, not asserted only as policy.

5. Transparency commitment

Kindred will disclose, on request, when AI has materially contributed to a deliverable. Material contribution means AI assistance shaped the substance of the output, not merely incidental tasks such as formatting or spell-checking. Clients are entitled to know how the work they receive was produced, and Kindred will answer that question directly.

6. Alignment with client AI obligations

This policy is designed to support, not conflict with, clients' own AI governance requirements.

Kindred is understood not to be an APP entity under the Privacy Act 1988 (Cth), given its current turnover and structure. It nonetheless aligns voluntarily to the Australian Privacy Principles as a matter of professional practice.

Many of Kindred's clients carry obligations that Kindred's own practices are built to accommodate:

- The Privacy and Other Legislation Amendment Act 2024 (Cth) introduces automated decision-making transparency obligations for APP entities, scheduled to commence on 10 December 2026. Kindred's transparency and human-oversight commitments are compatible with these obligations.
- The Digital Transformation Agency's Policy for the Responsible Use of AI in Government (version 2.0, effective 15 December 2025) applies to non-corporate Commonwealth entities. It does not bind Kindred, but government clients subject to it expect their suppliers to maintain visible AI governance. This policy provides it.

As of June 2026, Australia has no standalone AI Act. AI is governed through existing technology-neutral laws and voluntary frameworks. This policy is voluntary best practice, not a response to a specific legal mandate on Kindred.

7. Accountability

Alan Taychouri, Director of Kindred Consulting Pty Ltd, is accountable for this policy and for every deliverable produced under it. His professional background is in governance, risk, and compliance and in cyber risk, which means these commitments are made by someone who assesses security and data risk professionally, not by a layperson adopting a template. Questions about this policy, or about how AI was used on a specific engagement, can be directed to contact@kindredconsulting.au.

8. Review and updates

Kindred reviews this policy annually, or sooner if its use of AI changes materially. The next scheduled review is June 2027.

Kindred Consulting Pty Ltd, Hobart, Tasmania. This document states how Kindred works with AI. It is a commercial and professional commitment, not legal advice.