📄 Interested Parties Analysis Matrix

Example: AI Recruitment Platform Company

Interested Party	Role / Relationship to Organization	Needs & Expectations	Relevance to AIMS (AI Management System)	Priority (H/M/L)	Communication Requirements
Employees	End users of AI HR/recruitment system	Fair, unbiased, and transparent recruitment processes	AI ethics, bias monitoring, system transparency	High	Training sessions, employee feedback channels, policy updates
Regulators	Oversight of AI compliance and data privacy	Compliance with AI regulations, data protection, reporting mechanisms	Data governance, audit evidence, compliance policies	High	Compliance reports, formal notifications, audit meetings
Customers (HR Teams)	Use AI system for hiring decisions	Reliable and accurate AI recommendations, easy-to-use system	Accuracy, validation of AI models, usability	High	Regular progress reports, user manuals, service reviews
Board of Directors	Strategic oversight and accountability	Assurance of ethical AI adoption, risk management, and reputational protection	Governance, accountability structures, risk reporting	Medium	Quarterly governance reports, risk dashboards, strategy meetings

Investors	Provide financial support	ROI on AI systems, assurance of long-term viability	AI innovation strategy, operational efficiency	Medium	Annual reports, investment briefings, newsletters
Public / Society	Impacted by AI-based hiring decisions	Equal opportunity, no discrimination, ethical use of AI	Transparency reports, explainability of AI outcomes	High	Public disclosures, website statements, press releases
Vendors / Suppliers	Provide AI models, data, or infrastructure	Clear contractual expectations, compliance with security requirements	Vendor management, supplier audits	Medium	Contract clauses, supplier review meetings, compliance reports

👉 Now, this matrix **not only identifies needs and expectations**, but also ensures each interested party is kept **informed, engaged, and aligned** with the AIMS objectives.