



BUILD YOUR OWN AI POLICY

A 60-Minute Interactive Workshop for Business Owners

SEPTEMBER 24, 2026

5:00 PM ET

LIVE VIA ZOOM

\$149 | 6 SEATS

If you use AI in your business, you are making decisions about risk every time you use it - whether you realize it or not.

What information should you put into an AI tool? When should AI-generated work be independently checked? What about confidential information, intellectual property, privacy or AI-generated content? And if you have employees or contractors, what rules should govern their use of AI?

Those questions matter whether you have 50 employees or you are a business of one.

An AI policy gives you a framework for thinking through those questions **before something goes wrong**. It can also help demonstrate to clients, insurers, vendors and other third parties that your business has identified AI-related risks and established processes for managing them.

WHAT YOU'LL DO

Attorney and business consultant **Michelle Bufano** will explain the major components of an effective business AI policy, the risks those provisions are designed to address, and the business decisions to consider as you develop a policy for your own organization.

You'll receive an **AI Policy Workshop Template** and use it during the workshop to begin developing your own policy.

- Permitted and prohibited uses of AI
- Confidential, proprietary and client information
- Privacy, data security and intellectual property
- Human review, accuracy and verification
- Employee and contractor use, where applicable
- Disclosure, transparency, tool approval and accountability

SMALL GROUP. INTERACTIVE. LIMITED TO 6.

This is not another webinar where you listen to someone talk about AI for an hour. We're going to work. The small-group format gives you room to ask general questions, work with the template and learn from issues raised by other business owners.

You'll leave with a working draft you can continue to customize - and a framework for using AI intentionally, managing the risks that come with it, and demonstrating that your business takes those risks seriously.



WHY AN AI POLICY - EVEN FOR A BUSINESS OF ONE

An AI policy is not just an employee handbook rule. It is a documented approach to how your business uses AI.

SET YOUR RULES	MANAGE YOUR RISK	SHOW YOUR WORK
Decide what information can be used with AI, what tools are appropriate, what must be verified and where human judgment is required.	Create a repeatable framework for confidentiality, privacy, accuracy, intellectual property and responsible use.	Demonstrate to clients, insurers, vendors and others that AI risk has been considered and safeguards have been established.

WHAT YOU'LL LEAVE WITH

- **A practical AI Policy Workshop Template** to use as the starting point for your own policy.
- **A working draft** that you can continue to customize after the workshop.
- **A clearer understanding of AI risk** so you can make deliberate choices instead of decisions one prompt at a time.
- **A documented framework** that can help show third parties that your business is taking AI governance seriously.

WHO THIS IS FOR

Solo professionals, consultants, service businesses, small-business owners, and companies with employees or contractors who are already using AI - or expect to - and want a practical framework for using it responsibly.

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\$149 PER PERSON | LIMITED TO 6 PARTICIPANTS

Build a policy. Understand the decisions behind it. Put a framework around the way your business uses AI.

IMPORTANT NOTE

This workshop and the accompanying template are provided for general educational purposes. They do not provide individualized legal advice or a legal determination regarding the requirements applicable to any particular business. Participation in the workshop and use of the template do not create an attorney-client relationship.

[Click here for Registration and Payment](#)