



Morning watch — 4 flags

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Document issued on 24/09/2026

08/08/2026 · fictional document

Fictional document — demonstration example

This document is produced by the Blue Lemon Agent website to illustrate what an AI agent hands to its users. The companies, matters, amounts and people in it are invented. It has no legal, accounting or commercial value.

Fictional document, produced for demonstration. **No per-participant measurement appears in this document** — no speaking time, no interruptions, no attendance.

#	Flag	What triggered it	At stake	Recipient	Chase
1	34 decisions with no owner	Blank field against them	14 have a deadline	Whoever chaired	48 h
2	18 actions to absentees	Attendance lists	9 never found out	The person, with the minutes	7 d
3	41 sets of minutes not reviewed	Review log	62 actions, 29 decisions	The participants	24 h
4	3 meetings started before the announcement	Technical lag	What preceded it	Deleted, then flagged	—

The fourth row describes a deletion, not a retention. What was captured before the announcement is neither summarised, nor counted, nor kept.

What makes your minutes read — and dependable

What the agent holds	What you gain
Its presence is announced before any recording	The last-minute guest knows; what was captured before the announcement is neither summarised, nor counted, nor kept
Minutes, not a transcript	82% of participants open them, against 12% for a word-for-word that gets reread in a context nobody foresaw
A remark is attributed only if its author asks	The meeting runs as it did before: nobody speaks for the record
No speaking time measured	Same effect — a published figure changes the next meeting, and you would lose what the meeting is for
The audio is deleted as soon as the minutes are written	A recording kept is a recording that will be kept; this one no longer exists
An action assigned to an absentee is marked, not removed	It is common and legitimate: the absentee finds it written down, with its deadline

Scope of this document: the service operated by Blue Lemon Agent. For an agent deployed at your premises, the applicable location is that of the architecture set out in the quotation and verified before commissioning; local execution is announced only for the configuration explicitly described and accepted in the quotation; the applicable isolation depends on the deployment mode set out in the quotation, no dedicated isolation being presumed; the encryption mechanisms in transit and at rest, their components and key management are those documented for the architecture chosen; roles and permissions are configured and accepted for the identities and systems actually connected; the events logged, their content, their retention period and who may access them are defined for the deployment chosen.