# What the agent does alone, and what is logged

LINDBERGH FORMATION — 16 rue de Maillé, 91310 Montlhéry, France · Companies register (RCS) Evry 817 946 114

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3 reversible actions, 5 signatures that stay with a person · 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 the demonstration. **Three actions, not one more, and each can be withdrawn with a word.** Everything else waits for a request. This is the page to hand the councillor who asks.

## The three actions

| Action | Frequency | The reverse is true too | Withdrawal |
|---|---|---|---|
| **Rereading recent filings** | **Every night** | **A document removed from a file disappears from the index at the same hour — no copy of what the municipality decided to erase** | With a word |
| **Flagging templates amended by a resolution** | **The day after each council** | **A template restored by a later resolution is flagged the same way** | With a word |

| Action | Frequency | The reverse is true too | Withdrawal |
|---|---|---|---|
| **Weekly summary to the town hall secretary** | **Every Monday** | **It goes to her alone, and it carries no resident's name** | With a word |

## The five acts that stay in a person's hands — and what the agent brings to each

| Act | Whom it belongs to | What the agent hands over |
|---|---|---|
| **Signing an act** | **The mayor** | **The complete draft, sourced, with its control note** |
| **Issuing a civil status certificate** | **The civil status registrar** | **The copy built from the register, the applicant's standing checked — 2 days instead of 8** |
| **Sending outside the mandate's twelve subjects** | **The town hall secretary** | **The draft answer already written, sourced and dated** |
| **Answering on an individual case in progress** | **The municipality or the processing service** | **The answer drafted within four hours, the file's documents alongside — it goes out from the municipality, which is what makes it reasoned and challengeable** |
| **Producing a named indicator** | **The mayor, with the conditions met** | **See below** |

## If an elected member asks for an activity indicator — and that is a legitimate request

| Point | What the agent brings |
|---|---|



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| | |
|---|---|
| **Granularity** | **By department, never by person** |
| **Warning given before, not after** | **In a municipality of six staff, an indicator “by department” still identifies the person — it is for the mayor to decide with full knowledge of that** |
| Prior information to staff | Note ready, stating what is measured and what is not |
| Written purpose and retention period | Draft wording, to be corrected by the municipality |

## What is measured instead

| Indicator | What it showed this year | What it allows you to decide |
|---|---|---|
| Enquiries received, by channel | 3,560 — including 2,100 calls | Where to put the reception effort |
| **Subjects that keep coming back** | **Questions about bulky waste collection doubled after the calendar changed** | **Management information, given without putting a single name on it** |
| Deadlines met and missed | Publication of the minutes, transfer of planning files | What the municipality can promise residents |

## The log — what is recorded

| Item | Recorded? | Detail |
|---|---|---|
| Enquiry received and channel | **Yes** | Time-stamped |
| Output prepared and its source | **Yes** | Template, resolution or web page, with its date |
| **Approval** | **Yes** | **Who approved, when, and what was corrected** |



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| Item | Recorded? | Detail |
|---|---|---|
| **Content of residents' files** | **No** | **They stay where they are — the index does not copy them** |
| **Readers of the log** | **The town hall secretary and the mayor** | **Retention period set by the municipality** |

> **The log is what answers a resident asking what the town hall holds about them**, and what proves, in a dispute, who approved what. **It is a proof the municipality had on none of its tools.**

## For the municipality to settle

Log retention period set by the municipality: _____ months

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> https://bluelemonagent.ai/en/secteur-public/metiers/agent-ia-secretaire-de-mairie

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