

HQ FIELD GUIDE

Give AI teammates real company jobs.

Set up persistent agents with a name, role, company membership, shared context, approved tools, repeatable skills, responsibilities, and a work history your team can review.

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01 For founders and operations leaders

02 Persistent AI capacity that can own repeatable responsibilities while remaining grounded in company context and review.

THE CURRENT COST

You can create another assistant. You still do not have a teammate.

A useful prompt or local subagent can complete a task. It does not automatically become a durable company participant with responsibility, context, access, and history.

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- 01 The role resets: Instructions and working memory disappear when the conversation or local environment ends.
 - 02 Access is improvised: Tools and credentials are wired for the session instead of granted to a company identity with a clear scope.
 - 03 No one owns the handoff: The agent output lands in a chat without a durable project, reviewer, next action, or improvement loop.
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THE HQ WORKFLOW

Create the agent as a real company participant.

HQ connects identity, context, capability, responsibility, and review so an agent can keep contributing after the first task.

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- 01 Define the role and responsibility: Name the agent, the job it owns, the output it produces, and the human who remains accountable.
 - 02 Grant company context and capability: Add the knowledge, skills, tools, project access, and boundaries required for that specific responsibility.
 - 03 Run, review, and improve: Let the agent complete a real task, review its history, and update the shared method before the next run.
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PROOF AND EXAMPLE

A real agent has an inspectable operating contract.

The useful proof is not a personality description. It is the connection between role, responsibility, context, capability, boundary, and completed work.

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| 01 | Identity and role: A named company participant with an explicit job and accountable human owner. |
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| 02 | Scoped capability: The agent receives only the knowledge, tools, skills, and projects required for its responsibility. |
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| 03 | Work history: Runs, outputs, review, and corrections remain available for the team to inspect and improve. |
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Examples are anonymized. Named customer claims and proprietary artifacts require recorded approval before public reuse.

START SMALL

Give one agent one real responsibility.

A narrow job with a visible owner and review boundary is the fastest way to prove value without pretending the whole company can run itself.

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- 01 Name the agent, its role, and the human owner
 - 02 Grant one shared skill plus only the context and tools it needs
 - 03 Complete one reviewable task and record the approval boundary
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TRY HQ

Do not build another disposable assistant. Add a teammate with a job.

Start with one named agent, one useful responsibility, and one work product your team can review and improve.

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- 01 Keep useful agents available beyond one session
 - 02 Ground agent work in current company context
 - 03 Make responsibilities, boundaries, and review explicit
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Start free with HQ

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