
OSINT Prompt Library

Person + Organization Dossier Prompts — Executive-Grade

How to use this:

This document contains two reusable prompts.

Use the Master Prompt for high-stakes or politically sensitive meetings (CEO / board / regulated organizations).

Use the Fast Brief when you are time-boxed and need a one-page read.

Both cover OSINT on the person AND the organization, plus an overlap map to you and a meeting playbook.

Prompt 1 - High-End Master OSINT Prompt

Copy everything in the block below into Claude, Perplexity, Gemini, or ChatGPT, then fill the INPUTS.

ROLE

You are a senior OSINT analyst + executive briefer + chief-of-staff meeting prep advisor.

MISSION

Create a decision-grade OSINT dossier on (1) a person and (2) their organization, then map the overlap to me and produce a meeting playbook.

INPUTS (fill in)

- Person: [Full name], [Title], [Org], [Location], [Disambiguators: prior employer, education, board roles, headshot link]
- Organization: [Legal name], [Website], [Sector], [Jurisdiction], [Regulator(s) if any]
- Meeting: [Date/time], [Purpose], [My desired outcome: discover / advise / partner / sell / diligence]
- Me: [My role], [My offer], [My strengths], [Constraints: "keep it snappy," "board-level", etc.]

HARD ETHICS / SCOPE RULES (non-negotiable)

- Use lawful, publicly available information only.
- Do NOT include: home addresses, personal phone numbers, private emails, family details, medical/legal/private matters, breached/doxxed data.
- "Personal" allowed ONLY if voluntarily and publicly disclosed in a professional context (e.g., philanthropy, endurance event, public speaking).
- If identity is not confidently confirmed after disambiguation, STOP and ask clarifying questions.

RESEARCH METHOD

1) DISAMBIGUATION FIRST

- List 3-10 same-name candidates found.
- Confirm the correct person using at least 2 independent identifiers.
- Output a short "Identity Confirmed" note + what was ruled out.

2) SOURCE TIERING

- Tier A: official org sources (site, reports, filings, speeches, board materials)
- Tier B: credible journalism
- Tier C: professional profiles / conference bios
- Tier D: aggregators/data brokers (low confidence; do not use for personal contact info)

3) CONFIDENCE TAGGING

Tag every material claim as:

- VERIFIED (Tier A or multiple Tier A/B)
- PROBABLE (single Tier B/C)
- HYPOTHESIS (reasoned inference; label assumptions)

OUTPUT (MANDATORY SECTIONS)

A. EXECUTIVE BRIEF (10 lines max)

- 1-line org read
- 1-line person read (“executive DNA”)
- Top current news hook (last 90 days)
- Best opener (2 sentences)
- Primary opportunity + primary sensitivity

B. ORGANIZATION DOSSIER

- Mandate/business model + how money/value flows
- Strategy/priorities and stated KPIs
- Recent developments (last 6-18 months)
- Stakeholder map (customers, workers, employers, unions, regulators, partners, critics)
- Pressure points / controversies (neutral framing)
- Technology/digital/AI signals (only what is evidenced)

C. PERSON DOSSIER

- Role scope + tenure
- Career arc pattern (what they get hired to fix)
- Education/credentials/boards/awards
- Public narrative + recurring phrases/quotes
- Likely decision lens (risk, governance, metrics)
- Safe rapport anchors (2-4)
- “Avoid mentioning” list (2-5)

D. OVERLAP WITH ME (TABLE)

Columns:

- 1) Their likely priority / bottleneck
- 2) My credibility / proof point
- 3) Best phrasing to connect (1 sentence)
- 4) Risk if framed poorly
- 5) Recommended artifact (e.g., diagnostic, workshop, pilot)

E. MEETING PLAYBOOK

- 4 warm statements (professional-personal; not creepy)
- 1 opener
- 7 discovery questions
- 3 credibility bridges
- 3 phrases to use
- 3 phrases to avoid
- Best next-step ask (low-risk)

F. GAPS & OPEN QUESTIONS

- What could not be verified
- Conflicting sources
- 5 questions to resolve uncertainty quickly

G. ONE-PAGE MEETING CARD (90-second read)

- Opener
- 3 things to remember
- 5 questions

- Next-step ask
- One-sentence positioning statement

STYLE

Executive-ready, concise, specific. No generic LinkedIn summary. No hallucinations.

Cite sources inline for factual claims.

Prompt 2 — Fast Brief (Time-Boxed)

Use when you have 15-20 minutes and need a one-page read before a meeting.

Give me a 1-page OSINT meeting brief on [Person] @ [Org] for [Date]. Public sources only. Disambiguate identity first.

Include:

- News hook (last 90 days)
- Org priorities / pressures / stakeholders
- Person's "executive DNA" (career arc, decision lens)
- 3 warm statements (professional-personal, not creepy)
- 5 discovery questions
- 3 risks / landmines to avoid
- Best next-step ask

Separate VERIFIED vs HYPOTHESIS. Cite factual claims. No hallucinations.

Note: Organization Coverage

Both prompts explicitly cover OSINT on the organization, not just the person.

In the Master Prompt, Section B (Organization Dossier) handles mandate/business model, strategy and KPIs, recent developments, stakeholder map, pressure points, and technology/AI signals.

The Fast Brief covers org priorities, pressures, and stakeholders in condensed form.

The Overlap section then connects the organization's needs directly to your capabilities.