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To begin, there are two roles in this organization: General Manager and Janitor.

The General Manager responsibilities include, but are not limited to:

- Welcoming and on-boarding new employees.
- Maintenance of the *Operations Manual*, including the movement of proposed Directive changes to the correct namespace and the assignment of Directive ordinal numbers.
- All other duties assigned by the *Operations Manual*.
- The General Manager for the first Cycle is Chuck H.

The Janitor is a role that is **not** considered an employee at the company. The Janitor responsibilities include, but are not limited to:

- Updates and maintenance of the instance of [Dokuwiki](#) that the Documentation resides in, including web hosting and outbound email access.
- All other duties assigned by the *Operations Manual*.

This implies that the Janitor is unable to vote on Directive changes, and cannot be promoted to General Manager. The Janitor may participate in discussions about Directive changes if the potential changes impact the software or hosting of this wiki.

[mutable](#), [manager](#), [janitor](#)

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Last update: **04/10/2025 08:44 AM**

