



All Computers Are Brilliant, Inc.
Sunset and Wind-Down Policy

Version 1.0

Revision History

Version	Date	Comments
1.0	25 April 2025	Initial version approved by Board

Section 1. Purpose.

The purpose of this policy is to define a production service, establish certain obligations of the company to users of its services, and to provide for an orderly wind-down of the business should it become necessary.

Section 2. Scope; production vs. non-production services.

As described in the Technology Director Policy, the Technology Directors may deploy and informally promote non-production or “public beta” services on behalf of the company. Once approved by the board, services may be promoted for production use. Production services are advertised on either the corporate website or on the relevant project website (e.g. 4d2.org), and are subject to the sunset provisions of this policy.

Section 3. Sunset of production services.

The company, in its sole discretion, may decide to discontinue a production service. This may be for technical, financial or strategic reasons. Discontinuation of a service requires approval by the Board. Following the Board’s approval, the Technology Directors will post notice on the appropriate project website(s) and public forums of the service’s discontinuation, providing a discontinuation date at least 90 days in the future. The Technology Directors will employ all reasonable means to assist users wishing to migrate away from the discontinued service in retrieving their data from the service.

On the discontinuation date, the Technology Directors will ensure that backups of data associated with the former service are intact and securely stored, and then remove the service from public access.

After 180 days from the discontinuation date, the Technology Directors will ensure that all backup data associated with the discontinued service is securely destroyed.

Section 4. Emergency discontinuation of services.

Notwithstanding the procedure described in the previous section, the company may discontinue a service immediately, and without prior notice to users, under the following circumstances:

- A technology product is out of support, cannot be supported using the company's internal resources, and has been found to have critical security vulnerabilities or functional problems
- The company has received a valid legal demand to cease operating a service
- A catastrophic system failure, vendor failure or natural disaster has caused a broad-scope service outage, and the company must prioritize its available resources to restore certain services over others

In all of the above circumstances, the Technology Directors are authorized to discontinue a service without prior approval of the Board. They must notify the Board of the action as soon as practical after-the-fact.

In all of the above circumstances, the Technology Directors will publish notice to the company's users on the corporate and/or affected project website (e.g. 4d2.org), and in the company's public support channels.

If it is technically possible to do so, the Technology Directors will preserve the data associated with a product discontinued on an emergency basis, and provide a process for users of the discontinued product to access their data.

Section 5. Cash reserves.

The company will attempt to maintain sufficient cash reserves to continue operating its production services for 90 days without additional incoming funds. The Treasurer will recalculate the reserve amount whenever there is a change in the company's recurring expenses.

Section 6. Wind-down of company.

Should the Board approve the dissolution of the company, the company will first enter a "wind-down" period during which it operates from cash reserves and communicates to users that it plans to cease operations. In the presence of adequate cash reserves, this wind-down period will be 90 days in length.

Following the wind-down period, the company will proceed with dissolution and distribution of its assets as provided for in its Articles of Incorporation, and in accordance with ORS 65.624 and the Internal Revenue Code requirements for 501(c)(3) nonprofit organizations.