



All Computers Are Brilliant, Inc.

Technology Director 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 outline the roles and responsibilities of the Technology Directors appointed by the Board of Directors of the company.

Section 2. Basic duties and responsibilities.

The Technology Directors hold overall responsibility for the design, deployment, operations and maintenance of the company's public and private technology platforms. Specific responsibilities include:

- Selecting vendors to provide leased datacenter, server and network capacity as needed for the company's operations
- Deploying, configuring and maintaining server operating system installations
- Designing, configuring and ensuring the successful continued operation of backup strategies for servers
- Selecting, performing architectural design for, and deploying off-the-shelf products
- Designing, developing, testing and deploying in-house products
- Participating day-to-day in end-user support conversations in our official support channels, which are currently:
 - o #support:4d2.org on Matrix
 - o /c/support on Lemmy
 - o email sent to support@4d2.org or tech@acabinc.org
- Designating products as ready for "public beta", and informally publicizing the beta availability of those products in our official support channels

Section 3. Limited financial authority.

A Technology Director may commit the company to one-time expenditures of up to 50 USD without further approval, for the purposes of investigating new vendors, experimenting with new hardware and/or software configurations, or deploying infrastructure that is needed on a temporary basis.

A Technology Director has the authority to commit the company to one-time expenditures of up to 250 USD, for the purposes described above, with the written approval of the Treasurer.

Section 4. Actions requiring approval by the Board of Directors.

A Technology Director must obtain the approval of the Board of Directors, either at a scheduled meeting or via written consent of the Board per Article V, Section 14 of the company bylaws, for the following actions:

- Committing the company to a one-time expenditure of over 250 USD
- Committing the company to any new ongoing expenditure

- Promoting a product out of “public beta” and listing it on 4d2.org or on the corporate website, thus making it subject to the Sunset and Wind-Down Policy

Section 5. Technology Staff

The Technology Directors may appoint Technology Staff, and grant them privileges necessary to assist with the company’s technology operations, subject to the following limitations:

- Technology Staff may not receive any monetary compensation without the approval of the Board of Directors. Subject to the Board’s approval, Technology Staff should generally be reimbursed for expenses incurred on behalf of the company.
- Technology Staff must be over age 18, or the age of majority in their country of residence, whichever is greater, and legally capable of signing contracts.
- Technology Directors are responsible for adequately supervising the Technology Staff and are ultimately accountable for their actions.
- Root passwords, system account passwords, administrator passwords, database owner passwords and credentials of similar scope must not be provided to Technology Staff under any circumstances.
- If a Technology Staff member requires access that would allow them to view users’ personally identifiable information (see User Data Disclosure Policy for definition), they must have a signed non-disclosure agreement on file with the company prior to receiving this access.