Role-Players Gaming Network
Staff Policy and Guidebook
Revision 1.02, December 11th, 2006

For the purpose of this guide, all staff may be referred to as Counselors, GameMasters, or just staff.

GAMEMASTERING

In a world with such fast-paced, graphical massively-multiplayer games where hack-n-slash and dazzling effects captivate the senses, the major element these games lack are intelligence and the dynamic ability to be real. These games wear out because they are largely repetitive, even with other players to interact with.

GameMasters play a very special role in the exchange between the graphical, over-used play land and the limits of our own imagination. At our whim, the very direction of role-playing activities, gameplay, even the physical game environment itself, can change and become a very fascinating, unpredictable place. Excitement, adventure, and an interruption from the boredom of everyday activities are what we bring.

This document outlines your role as a GameMaster, including official responsibilities, duties, and procedures you need to follow throughout your time with us. Your department manager, senior department representatives, and other senior staff members may have special exceptions and extensions to this guide. Please consult senior staff in your department with regards to these rules and procedures if you have any questions.

GAMING SUCCESS

Our goal is for the success of all services provided by the Role-Players Gaming Network. Essentially, it is the responsibility of all GameMasters to do their best in developing towards this goal, which we believe are achieved by the following:

Process A: Assisting New Players
As new players find their way to our gaming services, it's important that we welcome them and try to help them with whatever questions they have, so long as their questions do not violate portions of this policy. We ultimately want players to have fun and enjoy our games. New players make the game more exciting for existing players and staff and help generate more revenue for the game itself, which helps ensure the success of the Role-Players Gaming Network.

Process B: Enhancing The Games
Our gaming environments thrive because they are constantly improving, expanding, and giving players the option to do more and more things. As each player has uniquely-different interests, it's our goal to try and provide as many options and varieties of gameplay style to as many of our players as possible. Players like to explore new areas, use new items, and enjoy new systems. We believe that keeping players happy by making our games a better, more advanced place to play is the best way to ensure the success of the Role-Players Gaming Network.

Process C: Offering Something Unique
It is our believe that players like to be unique by having inventory or control over areas that no one else does, have descriptions that vary from everyone else's, participate in story-line and role-play events, and indulge in quests and mini-

adventures. Diversity is key to giving players as many options to do more things as possible. We meet this goal by hosting events such as role-playing events and contests, developing new quests, and making appearances as GameMaster-run NPCs, such as alterers. Everyone likes to feel special and we like to make as many people happy as we can. Giving players a chance to do something unique or have something unique is a great way to ensure the success of the Role-Players Gaming Network.

Process D: Maintaining Order And Balance

It is important that our games remain fair to all players and that each player plays according to the rules in our player agreement policy. It is our duty to enforce that policy to ensure that each player is protected from other players who may infringe on the idea of playing fair and having fun. Our goal is to sponsor an environment where people can come together, relax, and have a good time with each other, our environment, and with us. We need to make sure that not only do the players follow their rules, but we follow our own rules as well. Maintaining balance and fair game play is essential to the success of the Role-Players Gaming Network.

ROLE-PLAYERS GAMING NETWORK

The Role-Players Gaming Network is a collaboration of two individual entities, Peter Souza IV (operating independently under the trade name of Zinious Software Corporation), and Rich Mondy (operating independently under the trade name of Haelrahv Games).

Zinious Software Corporation created and developed Eaxia (originally EaxiaMUEG, then Eaxia Online Gaming Service, now Eaxia Online or Eaxia) in June 1999. Long-term concepts were established and formalized in late 2000 in which development on the Eaxia server software began. A short alpha testing phase between June 2001 and July 2001 sprung immediate interest and caused serious development to begin in August 2001. September 2001 through December 2001 knew a heavily-tested beta period until the gaming service was launched live on January 1st, 2002. The game featured four working classes, six spells, two thousand room areas, and a dozen NPCs. An account with 8 character slots cost $6.00 USD.

Haelrahv Games created and developed Haelrahv in March 2002 and actual programming and physical development began a month later. The game is currently under heavy development, and the staff are working towards a new database format to be released sometime in 2007.

The incorporation of Haelrahv Games and Zinious Software Corporation is known as the Role-Players Gaming Network and collectively promotes and sponsors both Eaxia Online and Haelrahv. The central office is in Jacksonville, Florida and all physical correspondence is handled at the following address:

> Role-Players Gaming Network
> Rich Mondy Jr.
> 3330 Elsie Court
> Jacksonville, FL 32226-1869

For urgent and/or emergency use, staff may contact Haelrahv owner (Rich Mondy) at 904-864-4050 or Eaxia Online owner (Peter Souza IV) at 205-267-8514. These phone numbers are not to be given to any player, under any circumstance.

Peter Souza IV is known as "Exxy Moonfortune" in the fantasy gaming environment.

Rich Mondy is known as "Trevor Rage" in the fantasy gaming environment.

GAMEMASTER ACCOUNT

With a GameMaster account and as a GameMaster, you are a representative of the Role-Players Gaming Network and everything you do and say is a reflection of us collectively, in appearance of how we operate and how we view our players and gaming service. It is not acceptable to:

> Argue with players, whether publicly or privately anywhere in the gaming environment, message forums, or on any other medium that the Role-Players Gaming Network owns or operates.

> Post or otherwise make comments of a private or personal nature that are not constructive for the Role-Players Gaming Network.

> Use your authority in any way that embarrasses, harasses, or intentionally upsets players or other staff.

> Play any gaming service that Role-Players Gaming Network operates, promotes, or endorses longer than twice as much time has been dedicated to the development of that particular gaming service. For instance, it is not acceptable to play Eaxia Online for 30 hours in a week if you have only spent 2 hours developing the Eaxia Online game that week. This rule does not apply to staff that are **officially** on a Leave Of Absence status. While we are somewhat lenient on this policy, the intent of this rule is to discourage staff from accepting free account status with little in return to the game.

POLICY AGREEMENT

As a staff member for the Role-Players Gaming Network, it is your responsibility to adhere to this written policy. Each condition must be met, in full. If you have questions or concerns about this policy, please discontinue all staff-related activity and consult your department manager or other senior staff representative immediately.

Code 1: COMMITMENT AND RESPONSIBILITY
All staff members are assigned a minimum hourly or project-level commitment that they must meet. The standard commitment is ten hours of time spent developing and improving the game either through creation of areas, implementation of events, writing of documents and histories, testing, research, programming, or other tasks approved by your department manager. This commitment is an average requirement, and it is understood that any given staff member may not be capable of meeting the requirement every week. Any staff member who needs an unusually long amount of time (in excess of two weeks) away from the game for any reason should notify their department manager. Staff members who are knowingly aware that they cannot meet the minimum average commitment requirement of ten hours of work per week and are likely to be unable to do so for some time are encouraged to notify their department manager to arrange a necessary resigning from duties until the time and desire to meet this requirement can be made.

Code 2: NON-DISCLOSURE OF SENSITIVE INFORMATION
Staff members are not permitted to share information with players or any non-staff member unless said information is considered publicly accessible. Role-Players Gaming Network staff are encouraged to inquire with their department manager or another senior staff if they are unsure whether a particular piece of information should be considered public domain or not.

Code 3: NOTIFICATION OF COMPETITION
Should a staff member be involved in a competing game product, released or in any stage of development, they are expected to notify their department manager. "Involved" is defined as owning, maintaining, working on/for or employed by such a competitor. If you decide you wish to

remain involved in a competing project, then you are expected to resign immediately. You will be advised of certain outstanding agreements such as the non-disclosure and non-compete contracts to ensure the continued security and success of gaming products that the Role-Players Gaming Network is responsible for.

Code 4: FAILURE TO COMPLY WITH STANDARD POLICIES
All staff members are held accountable to the rules set forth for players, in addition to those set forth for staff. Failure to comply with player policies may affect a staff member's standing within the staff.

Code 5: UNACCEPTABLE USE OF POWER

Code 5.1: DISTRIBUTION AND ALLOCATION OF RESOURCES AND POWER
Staff members are entrusted with a great level of power that can be easily abused. Any staff member who uses his or her abilities to unfairly benefit a non-staff character (including their own player characters) or who causes or intends to cause any harm to the product through use of their powers will be in serious breach of these policies. Role-Players Gaming Network staff are not permitted to distribute items, wealth, abilities, or any other type of significant gain to a non-staff character without exacting an appropriate and approved amount of payment or effort from said character. Non-staff characters are defined as ANY character that is not used solely for staff matters, design, and implementation of product features. Personal characters played by staff members rather than used for staff work are NOT considered staff characters.

Code 5.2. USE OF POWERS AS NOT INTENDED
Staff members who abuse their powers, particular those that gain extra insight and knowledge, to benefit themselves are in violation of these policies. An example of such activity would be listening to or spying on a player, then revealing or in some way using that information against them except in the course of business. Using this type of information to verify or challenge potential bug/game vulnerabilities, or to take disciplinary action against a player who is using such vulnerabilities is considered a completely acceptable use of power.

Code 6: TREATMENT OF PLAYERS
Staff members are expected to be courteous and considerate to all players at all times, when in a form visible as staff. This can be especially challenging when a player is being difficult, rude or inconsiderate. However, certain actions such as moving a player to a confined area and letting them "cool down", lockouts, or other such actions are acceptable so long as the policies for such actions are followed and any necessary approvals are received. Unduly or unfairly taking such actions against a player who has not met the requirements for that action (for example: locking out a player who has not met the criteria for that level of punishment) is a breach of policy.

Code 7: INTERACTIONS WITH OTHER STAFF
There will be occasions where staff members will disagree or have issue with one another, for some reason. In such a case, all staff involved are expected to handle the issue professionally and with an effort to settle the difference as fairly and reasonably as possible. In all such cases a department manager or other senior staff representative will be available as a mediator if necessary, however it is requested that staff first attempt to solve their differences amongst themselves when and if possible. Intentionally or maliciously insulting or otherwise being rude or unfair to other members of staff can be considered a breach of this policy.

Code 8: ACCOUNT SHARING, ACCOUNT ACCESS
Staff members are not permitted to share their accounts/characters with others, nor access the accounts/characters of other persons without their permission. This term covers all accounts, including, but not limited to, game, e-mail, website, message boards, ISP, etc. It can be considered a breach of this policy to allow a player to access your computer and/or hard drive in

which sensitive information and intellectual properties of the Role-Players Gaming Network are likely stored. All staff members are legally responsible for any and all damages that can occur from lost or stolen trade secrets, proprietary information, and other properties belonging to the Role-Players Gaming Network as a result of non-compliance to this term.

Code 9: CORRECTIVE MEASURES
Should a member of the staff fail to comply with these rules, a number of possible corrective actions may be taken:

Code 9.1: CAUTION
The staff member is made aware that their actions are unacceptable and a record of the incident is kept, but no further action is taken. Failure to comply with Code 1 is considered a caution, however, if the staff member feels he or she will be unable to meet this requirement of staff, they may choose to resign from staff in lieu of any caution or action, and in most cases will be considered for rehire so long as they have ample time available to work.

Code 9.2: WARNING
The staff member is made aware that their actions are unacceptable and a record of the incident is kept. While no further action is taken, more serious corrective measures should be expected should further problems arise.

Code 9.3: DEMOTION
The staff member loses access to certain powers or tools, particularly any involved in programming, for a period of time. Demonstrating ability to comply with staff policies will result in reinstatement of these powers in most cases.

Code 9.4: SUSPENSION
The staff temporarily has all staff abilities/powers removed for a time determined by a senior staff representative or department manager.

Code 9.5: TERMINATION
The staff is dismissed from staff and is in most cases not considered for rehire, except in cases wherein the staff is terminated due to failure to comply with Code 1.

These policies are subject to change without advanced notice. All Role-Players Gaming Network staff are expected to maintain an understanding of this policy and check for updates by their own merit.