GCG

Distribution of Tasks

All members of the GCG should be able to fulfil all tasks and deliverables. In order to make the workflow as efficient as possible, we each have primary tasks that we are responsible for fulfilling.

However, there will always be someone to cover one member's primary tasks, in case of absence.

In many cases, we will double check each other's work to make sure no mistakes are made in crucial posts/proposals so the process is not delayed.

Orhan

Primary

- Hosting and moderating Governance Call
- Updating the <u>Governance status spreadsheet</u>
- Updating documentation (mainly related to Governance) on GitHub

Ivan

Primary

- Create all RFCs and Proposal posts
- Scheduling and ensuring that all recurring governance processes are made in a timely manner (Tinlake & RWA Market rewards)
- Promoting and announcing governance events to our community on Twitter, TG and Discord

Shared tasks

- Moderating channels (Discord and Forum)
- Facilitating and supporting communication between other parachains/protocols
- Establishing collaboration between other parachains (Governance related)
- Monitoring and ensuring proposals follow our <u>Governance process</u> and assist where needed
- Uploading proposals to the <u>Proposal Repository</u> on GitHub
- Creating OpenSquare Snapshots
- Participating in all Governance Calls
- Coordinating proposals with Councillors and Team members