



EvasiveRP Handbook

Staff Handbook

This handbook is subject to change without notice.

Failure to abide by these guidelines may result in punishment.

Retribution higher staff hold the right to remove anyone they deem unfit for staff.

Introduction

Congratulations on becoming a staff member for EvasiveRP! It's our pleasure to welcome and assist you in becoming an effective staff member. Please read this handbook as it will assist you in the future!

Staff Rules

The Staff Hierarchy

- All staff members must respect the chain of command:
Trial-Moderator > Moderator > Administrator > Super Admin > Owner

- Follow the hierarchy and if a staff member higher than you tells you to fix something or give you tips then follow them. Remember that we are a team and we are here for the same cause, helping the server so help each other out.

Owner

The owner is a person who usually only handles donations, and problems directly concerning the server/forums, such as bugs/exploits. He is the only person who does custom jobs, no one else on the server does custom jobs.

Super Administrator

A group of trusted individuals who are voted in by the current super admins and the owner. They are basically the community leaders, they maintain every outlet of the server except donations. They don't have anything to do with donation so 9/10 times, they won't be able to help you with donations.

Permissions

Ban: Permanent

Demote Privileges: Yes

Forums: All

Discord: All

Administrator

Administrator is the third position available for those who want to expand their reach in server moderation. Administrators are required to maintain control on the server, forums, and discord whilst assisting Moderators by guiding them in situations, answer their questions, and even mentor them if applicable. Administrators must maintain an active presence on the forums, discord, and server. Whenever you answer a player complaint you must tag a Higher Up, tell us how long you are banning the person, and tell us what you are banning them for. You will be held accountable for your bans.

Permissions

Ban: Permanent for select reasons

Demote Privileges: No

Forums: Player Complaints + Ban Extensions

Discord: Kick (Channel/Server)

Moderator

Moderator is the second position available to those who want to expand their reach in server moderation. Moderators have certified their place in the moderation team but still should take notes from higher ups if they wish to move up, it takes a minimum of 30 days as moderator to become admin. Staying active on the forums, discord, and server will show others that you have what it takes to move forward.

Permissions

Ban: 12 Hours

Demote Privileges: No

Forums: None

Discord: None

Trial-Moderator

Trial-Moderator is the first position available to those who wish to pursue a role in server moderation. Trial-Moderators should use this position as a learning curve by requesting assistance from their superiors; ask questions, ask for help, ask about punishments, etc. Trial-Moderators must maintain an active presence on the forums, discord, and server in which they maintain a basic level of control.

Permissions

Ban: 12 Hours

Demote Privileges: No

Forums: None

Discord: None

Inactivity

- If you have to become inactive for any reason, notify a higher staff before leaving. If you are inactive for **TWO** weeks without reason/word, you will be demoted.

Punishment Guideline for Staff

Trial-Moderators/Moderators/Admins are never allowed to punish other staff for breaking rules. If you see a staff member breaking rules, Falsely punishing, or not knowing the rules. Tell a Higher Staff Member via discord, forums, steam, or any other method. Once you tell a Higher Staff Member they will handle it accordingly. Please try to get proof of what they are doing when reporting them but if you can't then please just tell us about the situation.

Not going to sits is reprehensible and will result in severe punishments. Higher staff will assign and base punishments off a strike system however there is not a max amount of strikes that can be given out at one time:

**Ignoring Sits is defined as failing to initiate the proper help required to satisfy calls.
I.E: Not teleporting, punishing, assisting, etc.**

- If you are found ignoring sits while on duty, you will be given an appropriate strike.
- If you are found ignoring sits while off duty and not in a role play situation, you will be given an appropriate strike.
- If you are found abusing in any way, strikes may be assigned.
- If you are found not abiding to any rules or guidelines.

Strike System (Max Strikes: 3):

Strike 1: Verbal warning.

Strike 2: Further warning, possible temporary demotion depending on the situation.

Strike 3: Termination of Staff position

Events

- All Events are hosted and or supervised by **Super Admins+**. If anyone else would like to host an event then they must make a request on the forums. After their event gets

accepted, they will start building it but if they aren't staff then they must ask a **Super Admin+** for permission to build their event or follow whatever is said when your event gets accepted.

Forum Rules

- Staff members are required to interact on all aspects of the forums. Not doing so will lead you to be seen as inactive. Staff opinions/views on topics are crucial to the advancement of the community
- Staff member are expected to help on the forums by:
 - Giving input on Trial-Moderator/Administrator Applications
 - Giving input on Ban Appeals and Player Complaints
 - Generally helping out players
 - Reporting Content that goes against the Forum Rules

Behavior Guidelines

Professionalism

1. You are a representative of EvasiveRP, be professional.
2. Treat others the way you want to be treated.
 1. Never disrespect, harass, or manhandle any member of the community.
3. OOC is not for arguing or disrespect, handle it privately.
4. Be courteous to the community and keep your composure
 1. How can I help you? Is there anything else you need? Have a good day.

Patience

1. Allow discussions, but no excessive arguing; use the !mute and/or !gag function if arguing persists.
2. Allow sufficient time for all involved parties to tell their side of the story.
 1. Witnesses are not considered an involved party.
3. Take your time in situations; check the rules and don't hesitate to ask for help!
 1. Ensure you make the right decisions.
4. Remain calm and never lose your temper.

Punishment

1. Never punish sight unseen.
 1. You must go to the call, investigate, and inform those directly involved the outcome BEFORE administering punishment.
2. Ban is a last resort.

1. Work with the players. Guide them and help them understand their wrongdoings. If they continue to break rules, then a ban may be necessary.
3. Guidelines are here to help you!
 1. They're here to guide you, based on the circumstances, use judgment on whether someone should be punished for shorter/longer or at all.
4. Sits
 1. If you bring someone to a sit and see they deserve a ban, you must tell them they are being banned for and explain the rules that they have broken.

Staff Guidelines

On Duty:

If a staff member has selected their job as Staff on Duty, then they have indicated they are giving their full attention to performing staff duties, not role playing.

Do:

- Go to **ALL** calls received within your limitations.
- Minimize noclip and do not noclip into bases unless involved in a sit.
- Remain professional, fair, and honest.
- Only use the Staff on Duty Job.
- Find a balance within staffing and rping.
- Set your job to Citizen if you're going AFK.

Do Not:

- Role Play on Duty
- Abuse/Use your moderator/administrator powers to give **ANYONE** an advantage
- Use moderator/administrator powers on any **ANY** staff member, user, or donor **UNLESS** it is for sit purposes.
- **Ignore** sits
- AFK while on Duty
- Stop taking sits when your On Duty tacker percentage gets high

Calls can flood the staff, if an overwhelming amount of sits come in, you can then ask fellow staff for help. If you are asked to go "On Duty" try to do so, the community depends on you.

Off Duty:

It is acceptable for staff members to go off duty and role play. Even if they are role playing, it is their duty to assist/go to sits. If you are in a RP situation, you are pardoned from immediately

going to that sit. Once the RP situation is over, and if the sit has not received attention, then you MUST go to that sit.

Do:

- Have fun Role Playing.
- Tend to ALL UNANSWERED calls that come in, unless you are in a RP situation.
- If you go to a sit while off duty, you are to use noclip and clearly state you are in a sit via in game chat or voice chat, to avoid identity confusion.

Do Not:

- Ignore calls.
- Abuse/Use your moderator/administrator powers to give ANYONE an advantage.
- Use moderator/administrator powers on any ANY staff member, user, or donor UNLESS it is for sit purposes.
- Noclip at all without reason.
- Go on an alternative account to spy/test/etc on others.
- Use noclip to build unless it's for small tool use.

Punishment Guidelines

This is just a small guideline on how to punish players, remember that this is just a guide and can/should be adjusted to meet every situation. If you are having trouble dealing with a sit then ask another staff member for help, if no one is on then ask someone through steam or another platform. It's better to ask and be wrong then to not ask give out the wrong punishment.

Common Rule Breaking:

If someone is constantly causing trouble and you think they deserve something longer than a one week ban then you should make an internal complaint, staff will give their feedback and a higher staff member will answer the complaint by either dismissing the complaint or giving out a punishment as a warning for the player.

With every punishment should come an explanation!

Always check warns before giving out punishments to see if they are repeat offenders.

Repeat offenders are susceptible to harsher punishments.

RDM (Random Deathmatch): Base punishment off how many players killed.

- 1 RDM/RDA → Verbal Warning or jail (60 seconds)
- 2 RDM/RDA → Jail (180 seconds)
- 3 RDM/RDA → Jail (360 seconds)
- 4-6 RDM/RDA → 3 Day Ban
- 7+ RDM/RDA → 1 Week Ban (10080 minutes) or Permanent Ban Request

**If it is intentional, then keep punishments as listed above.*

+If it is unintentional RDM (such as if somebody is defending their base and hits multiple people on accident because of crossfire), then be more lenient with your punishment.

RDA (Random Arrest): Base punishment off how many players are arrested.

- 1 RDM/RDA → Verbal Warning or jail (60 seconds)
- 2 RDM/RDA → Jail (180 seconds)
- 3 RDM/RDA → Jail (360 seconds)
- 4-6 RDM/RDA → 3 Day Ban
- 7+ RDM/RDA → 1 Week Ban (10080 minutes) or Permanent Ban Request

**If it is intentional, then keep punishments as listed above.*

+If it is unintentional RDM (such as if somebody is defending their base and hits multiple people on accident because of crossfire), then be more lenient with your punishment.

Breaking NLR:

- 1st time → Verbal warning and explanation
 - 2nd time → 300 second jail
 - 3rd time → 1 hour ban (60 minutes)
-

FailRP & FearRP:

- 1st time → Verbal warning and explanation
 - 2nd time → 300 second jail
 - 3rd time → 1 day ban (1440 minutes)
-

Prop Abuse and Exploiting (Minge/Slamming/Etc):

- 1st time → Verbal warning and explanation

2nd time → 300 second jail

3rd time → 1 day ban (1440 minutes)

Leaving to Avoid Punishment (L2AP):

Keep in mind that when a person disconnects from the server, it says in the chat log whether they timed out (Internet issues or crash) or disconnected. If they time out, do not ban them until they come back and give an explanation. If the person purposely leaves, make the punishment they would have received before they left more strict by adding a day to the ban.

Disrespect (DO NOT PUNISH PLAYERS FOR STAFF DISRESPECT):

Racism/Bigotry/Persecution/Rape

1st time → Explanation and Warning

2nd time → Gag and/or Mute

3rd time → 1 day ban - 1 week ban

**Depending on how severe the situation is, it may require a ban. Speak with a higher up.*

Harassment:

Stalking/Intimidation/Blackmail

1st time → Explanation and Warning

2nd time → Kick

3rd time → 1 day ban - 1 week ban

**Depending on how severe the situation is, it may require a ban. Speak with a higher up.*

Permanent Ban Reasons:

- DDOS
- Malicious Activity
- Propspam
- Propblocking Spawn
- Ban Evasion
- Advertising
- Scripts/Hacks/Exploiting

Commands

Commands should never be used on other staff members unless asked to. Commands should never be used for non sit purposes either. To bring up the command menu say !menu in chat or type ulx menu in the console. This is just a little guide on how and why commands should be used.

Note: This is only for moderator commands

CHAT

ASAY ~ This command is to type in admin chat. You can either use the @ sign in chat or through the menu. We try to keep this section clean for the most part but in order to see the important questions you may have. This is also a place where you can ask for bans if admins are online.

GAG/Timedgag ~ **!gag/!timedgag 60 Informer**~ This is a command to stop someone from talking. This can and should be used when someone is mic spamming when not a club owner, being too loud or not letting someone talk in a sit, and or anything else that is against the rules that can be said through a mic.

Mute/TimedMute ~ **!mute/!timedmute 60 Informer**~ This command is similar to gag command but is for chat. If someone is saying something inappropriate in chat you mute them then tell them what they are doing wrong.

Psay ~ **!p Informer message** ~ This command will send someone a private message.

DARKRP

Arrest ~ **!arrest Informer 60** ~ This command will arrest someone for a certain amount of time. This command should not be used as a form of punishment for things such rdm. The only reason this command should be used is if you accidentally unarrest him.

Selldoor ~ **!selldoor** ~ This command will sell the door that you are currently looking at. Use this command to a sell a door when the person is afk and not using a building.

Setjob ~ !setjob pet Informer ~ This command is used to change someone's job. The citizen, hobo, and mayor do not work with the setjob command. You should not be using the setjob command on yourself.

SetName ~ !setname Informer HorseMan22~ This command is used to change someone's name but it will not work if someone already has the name. You may add symbols to their name if they request it. If you're using the chat command, put quotation marks between their name/desired name if they have more than 1 word (I.E. !setname Informer "HorseMan22")

Unarrest ~ !unarrest Informer ~ This command is used to unarrest someone and should only be used in cases of rda.

Unlockdown ~ !unlockdown ~ This command is used to stop lockdowns. This command should only really be used when a mayor starts a lockdown for invalid reasons. If a mayor makes a lockdown for no reason you bring him to a sit where you will ask him.

FUN

Freeze ~ !freeze Informer ~ This command is to freeze someone. This command is similar jail command but it will make it so that the person can't move their view.

SetHealth ~ !hp Informer 100 ~ This command is to set someone's health. You can always use this command to give someone health back after a case of rdm or if you accidentally drop them in a sit.

Jail/jailtp ~ !jail Informer 60 / !jailtp Informer 60 ~ This command is used to jail someone. jailtp will jail and teleport them wherever you are looking. If you can't teleport because of a conflicting name then use the menu.

TELEPORT

Teleport, Bring and Goto ~

!tp Informer / sam teleport Informer / Teleport menu ~

Teleports the person wherever you are looking

!bring Informer / sam bring Informer / Bring menu ~

Teleports the person next to you
`!goto Informer / ulx goto Informer / Goto menu ~`
Teleports you to the person

These are all ways of teleporting someone. As I said above, sometimes you will have a conflicting name which will bring you to use a different method. Putting quotation marks around a full name will allow you to bring someone through chat. You can also bring people using certain words in their names, for example `!bring Info` or `!teleport Info`. This works for all the teleport related commands.

`Return ~ !return Informer ~` This command used to return you and other players. You can type `!return` to just return yourself.

UTILITY

`Ban / BanID ~` Bans should always be done through the menu. The regular ban will let you ban someone using their name while banid will use their steam id. The easiest way to find someone's steam id is to look in the connection logs. Be careful when taking ids through the kill logs because you may accidentally grab the wrong steam id. Always make sure you give someone a sit or tell them they are going to get banned before they are getting banned unless they are doing something such as propspam which would need an immediate ban.

`Kick ~ !kick Informer ~` This command is used to kick people.