

# MCP Inc. – Organizational Structure

**Document Version:** 2.0  
**Last Updated:** 2024-06-04  
**Owner:** HR & Operations Department  
**Confidentiality Level:** Internal Use Only

## 1. Purpose

This document defines the **formal organizational structure** of MCP Inc., outlines reporting relationships, roles and responsibilities, and provides a high-level reference for employees to understand how different departments collaborate to achieve company objectives.

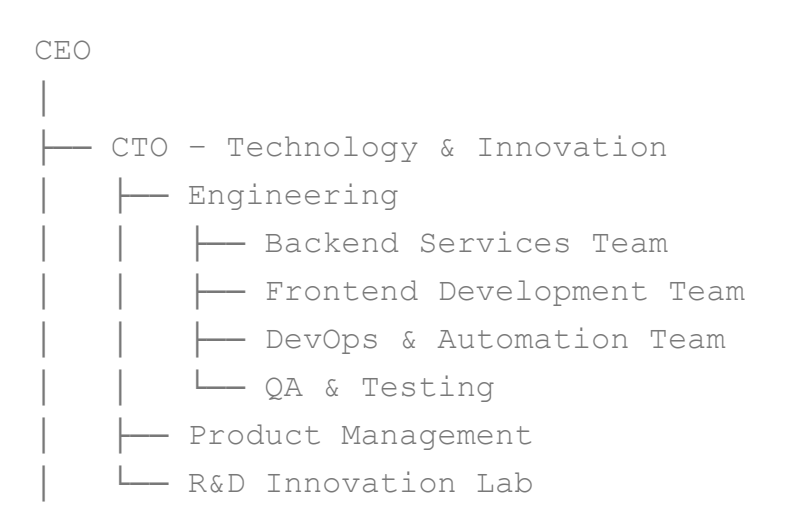
## 2. Executive Overview

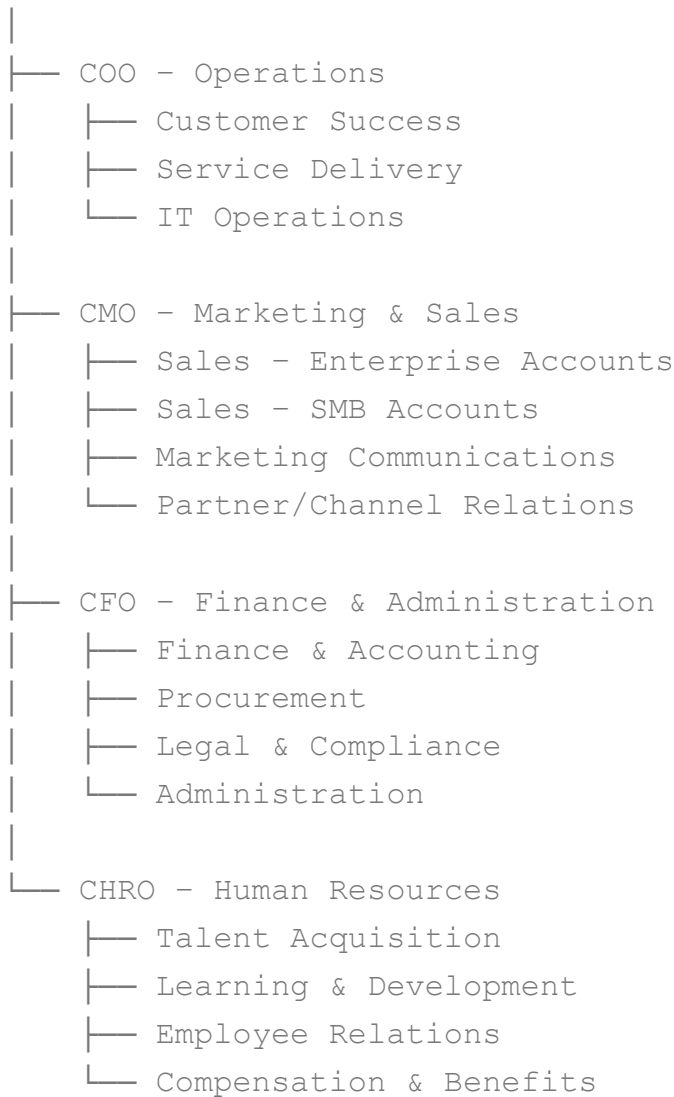
MCP Inc. operates under a **functional organizational structure** with central corporate leadership and specialized business units.

### Top Leadership:

- **CEO** – Chief Executive Officer: Vision, strategy, and final decision-making authority
- **C-Suite Executives:** CTO, COO, CFO, CMO, CHRO

## 3. Hierarchical Chart





## 4. Department Roles & Responsibilities

### 4.1 Technology Division (CTO)

Responsible for all products, technical standards, and innovation.

#### Key Functions:

- Systems architecture and API standards
- Full development lifecycle for MCP Cloud, MCP Insight, and related products
- Research into emerging technologies (AI, IoT, blockchain)

#### Teams:

- **Backend Services:** Core logic, microservices, database design
  - **Frontend Development:** UI/UX engineering
  - **DevOps & Automation:** CI/CD pipelines, container orchestration
  - **QA & Testing:** Test automation, regression testing
-

## 4.2 Operations Division (COO)

Ensures smooth delivery of services to customers.

### Key Functions:

- Manage service delivery teams
- Oversee incident management and escalation
- Continuous service improvement (CSI)

### Teams:

- **Customer Success:** Client onboarding, training, satisfaction tracking
  - **Service Delivery:** SLA enforcement, change management
  - **IT Operations:** Maintain infrastructure, backups, monitoring
- 

## 4.3 Marketing & Sales Division (CMO)

Drives market growth and revenue.

### Key Functions:

- Market trend analysis, product positioning
- Lead generation, campaign management
- Partner ecosystems: resellers, distributors

### Teams:

- **Enterprise Sales:** Large account acquisition and retention
  - **SMB Sales:** Small-to-medium business market penetration
  - **Marketing Communications:** Brand, PR, events
  - **Partner Relations:** Channel sales, strategic alliances
- 

## 4.4 Finance & Administration Division (CFO)

Safeguards the company's financial health and compliance.

### Key Functions:

- Corporate budgeting and forecasting
- Financial risk management
- Legal contract review and governance

### Teams:

- **Accounting:** Invoicing, expense handling
  - **Procurement:** Vendor selection and management
  - **Legal & Compliance:** Contract law, regulatory adherence
- 

## 4.5 Human Resources Division (CHRO)

Deals with people strategy and employee well-being.

### Key Functions:

- Recruit, develop, and retain top talent
- Build learning culture
- Manage compensation and benefits packages

### Teams:

- **Talent Acquisition:** Recruitment and hiring
  - **Learning & Development:** Training programs
  - **Employee Relations:** Workplace conflict resolution
- 

## 5. Cross-Department Collaboration

- **Product Development Cycle:** Product Management (Tech) works closely with Marketing (for GTM strategies) and Operations (for deployment and support).
  - **Sales Proposals:** Sales team consults Tech for feasibility & costing before offering contracts to clients.
  - **Incident Handling:** IT Operations leads the fix, Customer Success communicates with the client, Legal handles contractual implications.
  - **Budget Planning:** Finance gathers input from each division for annual budgets.
- 

## 6. Governance Committees

1. **Executive Committee:** CEO + C-Suite; strategic decisions.
  2. **Security Steering Group:** CTO, CIO, Legal; oversees security compliance.
  3. **Change Advisory Board (CAB):** Tech + Ops + Support; approves major system changes.
- 

## 7. Contact List (Leadership)

Role	Name	Email
CEO	Ming Wang	<a href="mailto:ceo@mcp.com">ceo@mcp.com</a>
CTO	Li Hua	<a href="mailto:cto@mcp.com">cto@mcp.com</a>
COO	Jane Chen	<a href="mailto:coo@mcp.com">coo@mcp.com</a>
CMO	Alex Carter	<a href="mailto:cmo@mcp.com">cmo@mcp.com</a>
CFO	Samuel Lee	<a href="mailto:cfo@mcp.com">cfo@mcp.com</a>
CHRO	Emily Zhang	<a href="mailto:chro@mcp.com">chro@mcp.com</a>

## 8. Review Cycle

This document must be reviewed and, if required, updated:

- **Quarterly** to reflect organizational changes
- Within **10 business days** after any C-level appointment change

**Next Review Date:** 2024-09-30

**Disclaimer:** Internal distribution only. Do not share externally.