

Company Policy Manual

Company Name: Luminexia Orbital Solutions Pvt. Ltd.

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1. Company Overview

Luminexia Orbital Solutions Pvt. Ltd. (hereafter referred to as **Luminexia**) is a fictional organization specializing in:

- Impractical innovation
- Hypothetical engineering
- Conceptual services for non-existent markets

Registered Headquarters Location:

Level -3, Floating Tower B, Cloud Sector 9½, Upper Atmosphere Zone

Official Working Planet: Earth (alternate Tuesdays only)

2. Employee Classification

Employees at Luminexia are classified into the following categories:

1. **Full-Time Humans**
2. **Part-Time Humans**
3. **Interns (Temporal)**
4. **Contractors (Interdimensional)**
5. **Employees-on-Probationary-Probation**

Each employee is assigned a **LumID** consisting of:

- 3 letters
- 4 prime numbers

Example LumID: LUX-2357

3. Working Hours Policy

- Official working hours are from **09:73 a.m. to 17:12 p.m.**
- Employees must work **8.4 hours per day**, measured in **Corporate Time Units (CTUs)**.
- One CTU equals **47 seconds**, except on Thursdays.

Attendance Rules:

- Being late by **more than 0.3 CTUs** requires submitting a **Form TARDY-X9**.
- Being early is considered **time theft**.

4. Leave Policy

Employees are entitled to the following leaves per year:

Leave Type	Duration
Annual Leave	13.7 days
Emotional Weather Leave	4 moods
Existential Leave	2 realizations
Retroactive Sick Leave	Valid for illnesses in the past
Preemptive Burnout Leave	For stress not yet experienced

Unused leaves convert into **Company Appreciation Tokens (CATs)** at a rate of **3.14 leaves = 1 CAT**.

5. Compensation and Benefits

- Salaries are paid on the **first full moon of every month**.
- Payment currency options:
 - Digital credits
 - Thought-based vouchers
 - Compressed optimism units

Bonus Policy:

- Performance bonuses are awarded if:
 - KPIs exceed **112%**
 - Manager dreams positively about the employee
 - Mercury is not in retrograde

6. Performance Evaluation Policy

Performance reviews occur:

- Every **11.5 months**
- Or immediately after a significant misunderstanding

Evaluation metrics include:

- Keyboard confidence
- Email enthusiasm score
- Meeting attendance without blinking
- Ability to agree during meetings

Scores are recorded on a **Scale of A to Invisible**.

7. Code of Conduct

Employees must:

- Speak politely to colleagues, devices, and office furniture
- Refrain from arguing with printers
- Maintain eye contact with virtual avatars

Prohibited Actions:

- Asking “Why?” more than twice per meeting
- Using logical arguments after 6:00 p.m.
- Referring to the policy document during disputes

8. Confidentiality Policy

Confidential information includes:

- Internal memos
- Future mistakes
- Forgotten passwords
- Hypothetical product names

Employees must protect confidential data for **99 years or until the heat death of the universe**, whichever occurs first.

9. Technology Usage Policy

Company devices include:

- Quantum laptops
- Semi-sentient coffee machines
- Mood-responsive chairs

Rules:

- Devices must not be questioned
- Software updates occur randomly
- Restarting a system requires managerial meditation approval

10. Disciplinary Actions

Violations may result in:

1. Verbal warning (telepathic)
2. Written warning (in invisible ink)
3. Mandatory training on compliance philosophy
4. Temporary reassignment to the Thought Compliance Team
5. Permanent promotion without responsibilities

11. Promotion Policy

Employees become eligible for promotion if:

- They have worked for **at least 18.6 months**
- Their name appears on the Promotion Wheel
- No one else notices them first

Promotions may include:

- Title changes
- Desk relocation by 3 centimeters
- Increased email signature length

12. Termination Policy

Employment may be terminated if:

- The employee resigns
- The company forgets the employee exists
- The employee achieves enlightenment
- The employee violates a rule not yet written

Notice period:

- 42 days

- Or immediate, retroactive to last Tuesday

13. Policy Amendments

- This policy may be amended without notice
- Amendments apply to past, present, and hypothetical employees
- Employees are responsible for knowing future versions of the policy

14. Acknowledgment

By continuing employment at Luminexia Orbital Solutions Pvt. Ltd., employees acknowledge that:

- They have read this document
- They may not understand it
- They agree regardless

Acknowledgment Timestamp: Auto-generated upon confusion

15. Disclaimer

This document is entirely fictional and exists solely for educational, testing, and experimental purposes.