

WHOISPRAKASAKA LLC

POLICY & LEGAL HANDBOOK

First Edition

Version 1.0

July 31, 2026

A comprehensive guide to the governance, policies, intellectual property, and operational standards of WholsPrakasaka LLC.

Prepared and published by

WholsPrakasaka LLC

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Copyright Page

Legal & Governance Handbook

First Edition

Version 1.0

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Copyright Notice

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This handbook, including its structure, organization, text, graphics, policies, and supporting materials, is protected by United States and international copyright laws.

The names **WholsPrakasaka**, **Prakaśaka**, associated logos, branding, original writings, teachings, music, visual works, educational materials, and other intellectual property are owned by or licensed to WholsPrakasaka LLC unless otherwise stated.

Nothing contained within this handbook transfers ownership of any intellectual property.

Educational Purpose

This handbook exists to document the governance framework of WholsPrakasaka LLC.

It establishes organizational standards, legal policies, operational procedures, and intellectual property protections while supporting the Company's educational mission.

Nothing contained within this handbook shall be interpreted as legal advice to third parties.

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This handbook represents the initial official edition adopted by WholsPrakasaka LLC.

Future revisions may include updated legal requirements, operational procedures, educational initiatives, organizational growth, and technological developments.

Only the most recent published edition shall be considered the official governing version.

Revision History

Version	Date	Description
1.0	July 31,2026	Initial Publication of the Policy & Legal Handbook

Table of Contents

Front Matter

Title Page

Copyright Page

Edition Information

Revision History

Table of Contents

Letter from the Founder

About This Handbook

How to Use This Handbook

Document Authority

Document Conventions

Volume I (pg 13)

Corporate Identity, Mission & Governance

Volume II (pg 20)

Website Governance

Volume III (pg 27)

Intellectual Property & Licensing

Volume IV (pg 35)

Commerce & Store Policies

Volume V (pg 43)

Educational Library & Membership Policies

Volume VI (pg 50)

Retreats, Gatherings & Events

Volume VII (pg 57)

Music & Creative Works

Volume VIII (pg 65)

Publications & Editorial Standards

Volume IX (pg 73)

Community Standards

Volume X (pg 81)

Media, Press & Public Relations

Volume XI (pg 88)

Technology, Data & Privacy

Volume XII (pg 97)

Legal Notices & Corporate Governance

Appendices (pg 104)

Appendix A – Organizational Mission

Appendix B – Core Values

Appendix C – Governance Structure

Appendix D – Definitions

Appendix E – Ethical Decision-Making Framework

Appendix F – Governance Document Hierarchy

Appendix G – Record Retention Philosophy

Appendix H – Organizational Acronyms

Appendix I – Document Review Schedule

Appendix J – Revision History

Appendix K – Future Governance Documents

Appendix L – Closing Declaration

Handbook Certification (pg 110)

Index (Future Editions)

Preface

Welcome to the WholsPrakasaka LLC Policy & Legal Handbook.

This Handbook represents the foundational governance framework of WholsPrakasaka LLC. It has been developed to guide the organization with consistency, integrity, accountability, and purpose as it advances its educational mission.

The Handbook establishes the principles by which the Company governs itself, protects its intellectual assets, conducts its educational activities, manages organizational risk, preserves institutional knowledge, develops strategic initiatives, and maintains ethical standards.

Rather than functioning solely as a collection of organizational policies, this Handbook serves as a comprehensive governance framework intended to support responsible leadership and institutional continuity.

As an educational organization, WholsPrakasaka LLC recognizes that knowledge evolves, communities change, and new opportunities emerge. Consequently, this Handbook has been designed as a living governance document capable of thoughtful adaptation while preserving the enduring values upon which the organization was founded.

Throughout these Volumes, readers will find policies grounded in principles of:

- ethical leadership;
- educational excellence;
- intellectual integrity;
- responsible stewardship;
- innovation;
- collaboration;
- accountability;
- lifelong learning; and
- service to the public.

The Handbook should be read as an integrated whole. Each Volume complements the others, creating a unified governance framework that supports every aspect of the Company's operations and long-term development.

Nothing in this Handbook is intended to replace applicable law or governing organizational documents. Rather, it provides the internal governance structure through which the Company fulfills its mission.

As WholsPrakasaka LLC continues to grow, this Handbook shall serve as both a guide for present decision-making and a foundation for future generations of organizational leadership.

May this document encourage thoughtful governance, responsible innovation, and enduring commitment to education, scholarship, creativity, and the public good.

Letter from the Founder

The work of WholsPrakasaka began with a simple yet enduring conviction: that sincere inquiry has the power to deepen our understanding of ourselves, one another, and the universe we share.

This organization was established to create a lasting home for educational, philosophical, and creative works that encourage awareness, reflection, and thoughtful dialogue. Through writing, music, digital media, gatherings, and other forms of expression, our aim is not to provide definitive answers but to cultivate meaningful questions and support lifelong learning and understanding.

The Policy & Legal Handbook reflects that same commitment. While it serves practical purposes by documenting the policies, standards, and governance of the Company, it also expresses our responsibility to steward this work with integrity, transparency, and care.

As WholsPrakasaka continues to grow, this handbook will evolve alongside it. New ideas, technologies, and opportunities will shape future editions, but the principles that guide this organization will remain rooted in intellectual honesty, creative expression, respect of the sacred law of humanity, and a sincere commitment to education.

We extend our gratitude to every individual who engages with this work — whether as a reader, listener, participant, collaborator, or fellow learner. Your curiosity and thoughtful engagement help sustain the purpose for which this organization exists.

May this handbook serve not only as a guide to our governance but also as a reflection of our dedication to preserving knowledge, fostering dialogue, and contributing meaningfully to humanity.

With gratitude,

Prakaśaka

Founder

WholsPrakasaka LLC

About This Handbook

The **WholsPrakasaka LLC Policy & Legal Handbook** is the official governing publication of the Company.

It establishes the organizational framework, legal standards, operational policies, intellectual property protections, and ethical principles that guide the Company's activities.

This handbook is intended to provide clarity and consistency for visitors, customers, collaborators, participants, contractors, and future members of the organization.

As the Company expands into new educational initiatives, publications, music, retreats, digital platforms, and creative works, this handbook will continue to serve as the foundational reference for organizational governance.

How to Use This Handbook

This handbook is organized into thematic volumes, each addressing a specific area of organizational governance.

Readers may consult individual sections independently or review the handbook in its entirety for a comprehensive understanding of the Company's standards and policies.

Where applicable, sections reference related policies contained in other volumes to promote consistency and reduce unnecessary duplication.

Whenever uncertainty arises regarding interpretation, the most current published edition of this handbook shall govern.

Document Authority

This handbook has been adopted as the official governance document of WholsPrakasaka LLC.

It establishes the Company's internal standards and publicly communicated policies concerning intellectual property, website use, educational resources, commercial activities, public engagement, and organizational governance.

Nothing contained within this handbook shall be interpreted as creating contractual rights beyond those expressly stated in applicable agreements or required by law.

WholsPrakasaka LLC reserves the right to amend this handbook as necessary to reflect organizational growth, legal developments, operational improvements, or changes in applicable law.

Document Conventions

To promote consistency throughout this handbook, the following conventions apply:

Company refers to WholsPrakasaka LLC.

Founder refers to Prakaśaka.

Website refers to all digital properties owned or operated by the Company.

Content includes all original writings, music, artwork, videos, educational resources, publications, software, branding, graphics, logos, and multimedia created or licensed by the Company.

Educational Resources include courses, workshops, libraries, downloadable materials, publications, and learning experiences.

Visitor refers to any person accessing the Company's websites.

Customer refers to any individual purchasing products or services.

Participant refers to any individual attending Company-sponsored retreats, gatherings, workshops, or educational events.

Member refers to a registered user with authorized access to subscription-based or membership resources.

Unless otherwise indicated:

- References to "including" shall mean "including, but not limited to."
- Headings are provided for organizational convenience and do not modify the interpretation of any policy.
- Singular terms include the plural where context requires, and vice versa.
- References to future services or initiatives apply only if and when such offerings are introduced by the Company.
- The latest published version of this handbook supersedes all previous editions.

"Governance exists not only to protect an organization, but to preserve the integrity of its purpose for generations to come."

WHOISPRAKASAKA LLC

POLICY & LEGAL HANDBOOK

Volume I

Corporate Identity, Governance & Organizational Philosophy

Chapter 1 – Identity of the Organization

1.1 Corporate Identity

WholsPrakasaka LLC ("the Company") is an independent, multifaceted media organization established to create, preserve, publish, and steward educational, philosophical, artistic, and reflective works.

The Company operates as a privately managed limited liability company committed to advancing thoughtful inquiry, creative expression, and lifelong learning through diverse forms of media and public engagement.

WholsPrakasaka LLC exists to cultivate a lasting body of work that contributes meaningfully to the exploration of awareness, self-inquiry, and the human experience.

1.2 Organizational Purpose

The purpose of the Company is to create and responsibly share original works that encourage reflection, dialogue, education, and creative exploration.

The Company fulfills this purpose by developing educational resources, publications, music, audiovisual productions, digital experiences, gatherings, retreats, and other lawful activities aligned with its mission.

Commercial activities undertaken by the Company exist to sustain, protect, and expand its educational and creative mission.

1.3 Nature of the Organization

WholsPrakasaka LLC is neither a political organization nor a religious institution.

The Company does not seek to promote ideology, doctrine, or dogma.

Instead, it serves as an educational and creative platform dedicated to encouraging thoughtful inquiry, intellectual humility, philosophical reflection, and respectful dialogue.

The Company welcomes individuals from diverse cultures, disciplines, beliefs, and backgrounds to engage with its work.

1.4 Scope of Activities

The Company may engage in activities including, but not limited to:

- publishing books, journals, essays, and written works;
 - producing music and sound recordings;
 - creating films, documentaries, podcasts, and digital media;
 - maintaining educational websites and digital libraries;
 - developing online learning experiences;
 - organizing retreats, workshops, conferences, and public gatherings;
 - licensing intellectual property;
 - offering digital and physical products;
 - supporting artistic collaborations;
 - conducting educational research and publishing original scholarship; and
 - engaging in any other lawful activity consistent with the Company's mission.
-

Chapter 2 – Organizational Philosophy

2.1 Organizational Philosophy

The work of WholsPrakasaka is grounded in meaningful understanding developed through sincere inquiry rather than unquestioning certainty.

The Company values curiosity over dogmatism, reflection over reaction, dialogue over division, and creativity as an essential expression of the human experience.

Its purpose is not to prescribe conclusions but to create opportunities for thoughtful engagement with enduring questions concerning life, awareness, ethics, creativity, and human flourishing.

The Company recognizes that wisdom is cultivated through humility, openness, continual learning, and respectful exchange of ideas.

2.2 Long-Term

WholsPrakasaka LLC seeks to become an enduring educational institution recognized for the quality, integrity, and accessibility of its publications, creative works, educational resources, and public programs.

The Company aspires to preserve its work for future generations while continually adapting to new technologies, methods of communication, and educational opportunities without compromising its founding principles.

Chapter 3 – Core Values

The following values guide every aspect of the Company's work and inform the policies contained throughout this handbook.

3.1 Intellectual Integrity

The Company is committed to presenting ideas honestly, responsibly, and with appropriate context.

3.2 Respect for Human Dignity

Every individual shall be treated with dignity, respect, and fairness regardless of background, identity, culture, or belief.

3.3 Curiosity

The Company encourages thoughtful questioning, open-minded exploration, and lifelong learning.

3.4 Reflection

Reflection is recognized as an essential practice for developing understanding, wisdom, and personal growth.

3.5 Creativity

Creative expression through writing, music, art, storytelling, and other forms of media enriches education and deepens human understanding.

3.6 Accessibility

Whenever reasonably practicable, the Company endeavors to make its educational resources accessible to broad and diverse audiences.

3.7 Stewardship

The Company accepts responsibility for safeguarding its intellectual property, financial resources, creative works, and organizational mission for present and future generations.

3.8 Transparency

The Company strives to communicate openly regarding its policies, operations, and organizational practices.

3.9 Independence

Editorial, educational, and creative decisions are made independently in accordance with the Company's mission and values.

3.10 Sustainability

Long-term sustainability supports the Company's ability to preserve and expand its educational mission for future generations.

Chapter 4 – Guiding Principles

WholsPrakasaka LLC is guided by the following enduring principles:

- Awareness precedes understanding.
- Self-inquiry encourages personal growth.
- Education flourishes through curiosity.
- Reflection strengthens discernment.
- Dialogue fosters mutual understanding.
- Creativity expands human possibility.
- Knowledge carries ethical responsibility.
- Intellectual property deserves respectful stewardship.
- Learning is a lifelong endeavor.
- Integrity strengthens public trust.

These principles inform every policy, publication, program, and organizational decision undertaken by the Company.

Chapter 5 – Governance Philosophy

The governance of WholsPrakasaka LLC is founded upon ethical stewardship, accountability, transparency, consistency, and responsible leadership.

Organizational decisions shall seek to preserve the integrity of the Company's educational mission while supporting sustainable growth and responsible innovation.

The Company recognizes that governance exists not merely to manage operations but to safeguard the long-term purpose, reputation, and public trust entrusted to the organization.

Future organizational structures—including advisory councils, committees, educational partners, or affiliated initiatives—shall be established in accordance with these principles.

Chapter 6 – Organizational Standards

The Company is committed to maintaining high standards in every aspect of its work.

These standards include:

- editorial excellence;
- factual accuracy where applicable;
- respect for intellectual property rights;
- responsible communication;
- continuous organizational improvement;
- accessibility and inclusion;
- ethical business practices; and
- thoughtful stewardship of creative and educational works.

These standards serve as benchmarks for evaluating future publications, products, programs, and collaborations.

Chapter 7 – Definitions

Unless otherwise indicated throughout this handbook:

Company refers to WholsPrakasaka LLC.

Founder refers to Prakaśaka.

Website refers to all websites, domains, applications, and digital properties owned or operated by the Company.

Content includes writings, books, articles, journals, music, audio recordings, podcasts, videos, films, artwork, graphics, logos, software, educational materials, branding, photographs, downloadable resources, and all other original or licensed works.

Educational Resources include courses, workshops, seminars, libraries, publications, and learning experiences.

Visitor means any person accessing the Company's digital properties.

Customer means any person purchasing products or services.

Participant means an individual attending a retreat, workshop, gathering, conference, or educational event.

Member means a registered user authorized to access membership or subscription-based resources.

Commercial Use means any use intended for financial gain or business advantage.

Personal Use means private, non-commercial use by an individual.

Chapter 8 – Authority, Amendments & Interpretation

This Volume establishes the foundational principles governing all subsequent volumes of the WholsPrakasaka LLC Policy & Legal Handbook.

All future policies shall be interpreted consistently with the mission, vision, organizational philosophy, and core values established herein.

The Company reserves the right to amend this handbook as organizational needs, legal requirements, or operational circumstances evolve.

Whenever revisions are adopted, they shall be documented within the Revision History maintained in the Front Matter of this handbook.

In the event of any inconsistency between earlier and later editions, the most recently published version shall govern.

Closing Statement

The Company recognizes that policies alone do not define an organization. Rather, policies provide a framework through which values are translated into responsible action.

This Volume serves as the constitutional foundation of WholsPrakasaka LLC. It articulates the enduring principles that guide the Company's governance, creative endeavors, and public engagement. Every subsequent volume of this handbook shall be interpreted in light of these foundational commitments, ensuring that the organization's growth remains faithful to its purpose while adapting responsibly to future opportunities and challenges.

WHOISPRAKASAKA LLC

POLICY & LEGAL HANDBOOK

Volume II

Digital Platform Governance

Chapter 1 – Purpose and Scope

1.1 Purpose

This Volume establishes the policies governing access to and use of all digital platforms owned, operated, or maintained by WholsPrakasaka LLC ("the Company").

Its purpose is to promote a secure, respectful, transparent, and legally compliant digital environment.

1.2 Scope

Unless otherwise specified, this Volume applies to all present and future digital properties operated by the Company, including but not limited to:

- Official websites
- Online educational platforms
- Digital libraries
- Membership portals
- Mobile applications
- Podcasts
- Video channels
- Streaming services
- Email newsletters
- Digital stores

- Downloadable resources
 - Community forums
 - Event registration systems
 - Future digital technologies introduced by the Company
-

1.3 Relationship to Other Volumes

This Volume should be read together with:

- Volume I – Corporate Identity, Mission, Governance & Organizational Philosophy
- Volume III – Intellectual Property & Licensing
- Volume IV – Commerce & Store Policies
- Volume V – Educational Library & Membership Policies
- Volume XI – Technology, Data & Privacy

Where a conflict exists, the more specific policy governs.

Chapter 2 – Acceptance of Policies

By accessing or using any Company digital platform, visitors acknowledge that they have read, understood, and agree to comply with this Policy & Legal Handbook, including all applicable volumes.

If an individual does not agree with these policies, they should discontinue use of the Company's digital platforms.

Certain services may require acceptance of additional agreements.

Chapter 3 – Eligibility

Users must have the legal capacity to enter into binding agreements under applicable law.

Certain services may require users to:

- establish an account;
- verify their identity;

- satisfy minimum age requirements;
- obtain parental or guardian consent where required; or
- meet additional eligibility requirements communicated by the Company.

The Company reserves the right to refuse access where legally permitted.

Chapter 4 – Digital Conduct Standards

The Company seeks to cultivate digital spaces that reflect its educational mission and organizational values.

Users shall not:

- violate applicable laws;
- infringe intellectual property rights;
- upload malicious software;
- interfere with platform functionality;
- impersonate another person or organization;
- distribute spam or unsolicited advertising;
- engage in fraud or deceptive practices;
- harass, threaten, intimidate, or abuse others;
- post unlawful, defamatory, or obscene material;
- attempt unauthorized access to Company systems; or
- disrupt educational programs or community activities.

Users remain responsible for all content they submit.

Chapter 5 – User Accounts

Where accounts are available:

Users are responsible for:

- maintaining accurate information;
- safeguarding login credentials;
- protecting account security;
- notifying the Company of unauthorized access; and
- ensuring all activity occurring under their account complies with Company policies.

The Company may suspend or terminate accounts when necessary to protect users, organizational operations, or legal compliance.

Chapter 6 – Educational Nature of Content

The Company's digital platforms exist primarily for educational, philosophical, artistic, and informational purposes.

Unless explicitly stated otherwise:

- Content is not professional legal advice.
- Content is not medical advice.
- Content is not mental health treatment.
- Content is not financial advice.
- Content is not emergency guidance.

Individuals remain responsible for seeking qualified professionals where appropriate.

Chapter 7 – Accessibility

WholsPrakasaka LLC is committed to improving accessibility across its digital platforms.

The Company endeavors, where reasonably practicable, to:

- improve website accessibility;
- enhance readability;
- support assistive technologies;
- provide alternative formats where feasible; and
- continually evaluate opportunities to reduce barriers to access.

Accessibility improvements will occur as organizational resources permit.

Chapter 8 – Security

To protect visitors and organizational resources, the Company implements reasonable administrative, technical, and organizational safeguards.

Users shall not attempt to:

- bypass security controls;
- interfere with network operations;
- reverse engineer proprietary systems;
- introduce malware;
- scrape protected content without authorization; or
- conduct automated attacks.

Security incidents may be investigated and addressed in accordance with applicable law.

Chapter 9 – Third-Party Services

Digital platforms may include links to or integrations with third-party services.

The Company does not control those services and is not responsible for their:

- availability;
- privacy practices;
- security;
- content; or
- policies.

Users should review the applicable terms and privacy policies of third-party providers before using their services.

Chapter 10 – Artificial Intelligence and Emerging Technologies

The Company may incorporate artificial intelligence, automation, machine learning, or other emerging technologies to enhance educational resources and operational efficiency.

Such technologies are intended to supplement—not replace—human judgment.

The Company reserves the right to evaluate and implement new technologies consistent with its mission, legal obligations, and ethical standards.

Chapter 11 – Communications

By voluntarily providing contact information, users may receive communications relating to:

- educational resources;
- newsletters;
- purchases;
- account administration;
- security notifications;
- policy updates;
- events; and
- other communications relevant to the Company's operations.

Users may opt out of non-essential communications where legally required.

Chapter 12 – Platform Availability

Although the Company strives to maintain reliable access to its digital platforms, uninterrupted availability cannot be guaranteed.

Services may be modified, suspended, updated, relocated, or discontinued without prior notice when reasonably necessary.

The Company shall not be liable for temporary interruptions resulting from maintenance, security measures, technical failures, or circumstances beyond its reasonable control.

Chapter 13 – Enforcement

Failure to comply with this Volume may result in actions including:

- content removal;
- account suspension;

- account termination;
- cancellation of memberships;
- denial of access to digital services;
- restriction from future participation; or
- legal action where appropriate.

Enforcement decisions shall be made in good faith and in a manner consistent with the Company's mission and applicable law.

Chapter 14 – Policy Updates

The Company may revise this Volume to reflect:

- technological developments;
- operational improvements;
- legal requirements;
- educational initiatives; or
- organizational growth.

Material revisions will become effective upon publication unless another effective date is stated.

Continued use of Company digital platforms after publication constitutes acceptance of the revised policies to the extent permitted by law.

Chapter 15 – Closing Statement

Digital platforms serve as extensions of the Company's educational mission.

Every policy contained within this Volume exists to foster a secure, respectful, intellectually engaging, and accessible environment in which individuals may explore educational resources, participate in meaningful dialogue, and interact responsibly with the work of WholsPrakasaka LLC.

This Volume shall be interpreted consistently with the mission, values, and governance principles established in Volume I of the WholsPrakasaka LLC Policy & Legal Handbook.

WHOISPRAKASAKA LLC

POLICY & LEGAL HANDBOOK

Volume III

Intellectual Property & Licensing

Chapter 1 – Purpose and Scope

1.1 Purpose

This Volume establishes the intellectual property policies of WholsPrakasaka LLC ("the Company").

Its purpose is to preserve, protect, and responsibly steward the Company's creative, educational, literary, artistic, musical, technological, and proprietary works while encouraging lawful engagement with those works in support of the Company's educational mission.

1.2 Scope

This Volume applies to all intellectual property created, owned, licensed, commissioned, published, distributed, or otherwise controlled by the Company, whether existing now or developed in the future.

This includes both physical and digital works and applies regardless of the medium through which such works are made available.

Chapter 2 – Ownership of Intellectual Property

Unless expressly stated otherwise in a written agreement, all intellectual property associated with the Company is owned by WholsPrakasaka LLC or is used under a valid license.

Protected works include, but are not limited to:

- Books
- Essays
- Journals
- Articles
- Educational courses
- Lesson plans
- Study guides
- Research publications
- Music compositions
- Lyrics
- Sound recordings
- Podcasts
- Videos
- Films
- Documentaries
- Photography
- Artwork
- Illustrations
- Graphic designs
- Logos
- Trademarks
- Branding
- Website content
- Software
- Source code
- Mobile applications
- Databases
- Retreat materials
- Workshop materials
- Presentation slides
- Downloadable resources
- Digital products
- Printed publications
- Marketing materials
- Original methodologies

- Organizational documentation
- Future creative and educational works.

Ownership exists whether or not individual works display a copyright notice.

Chapter 3 – Copyright

All original works created by the Company are protected under applicable copyright laws upon creation.

Where appropriate, copyright notices may appear on publications, websites, media, educational resources, products, or other materials.

Failure to display a copyright notice does not waive or diminish the Company's rights.

Chapter 4 – Trademark Protection

The Company reserves all rights relating to its trademarks, trade dress, logos, slogans, and other distinctive branding elements.

Unauthorized use that may create confusion regarding sponsorship, affiliation, endorsement, or origin is prohibited.

Nothing within this handbook grants permission to use Company trademarks without prior written authorization.

Chapter 5 – Permitted Personal Use

Unless otherwise restricted, individuals may:

- read Company publications;
- view publicly available content;
- listen to Company music;
- download resources specifically designated for personal use;
- share official hyperlinks;

- quote brief excerpts where permitted by law; and
- engage with educational resources for personal, non-commercial learning.

Personal use does not transfer ownership of intellectual property.

Chapter 6 – Prohibited Uses

Without prior written permission, individuals may not:

- reproduce substantial portions of Company content;
 - republish Company works;
 - sell Company materials;
 - create unauthorized derivative works;
 - modify educational resources;
 - remove copyright notices;
 - distribute copyrighted files;
 - upload Company content to file-sharing services;
 - use Company materials for commercial training;
 - reproduce music or audiovisual works;
 - falsely claim authorship;
 - incorporate Company content into competing products;
 - use Company branding in a misleading manner; or
 - exploit Company intellectual property for commercial purposes.
-

Chapter 7 – Licensing

The Company may grant licenses for selected intellectual property at its sole discretion.

Licenses may include:

- educational licenses;
- research licenses;
- publishing licenses;
- media licenses;
- music synchronization licenses;
- performance licenses;
- nonprofit collaborations;
- translation rights;

- reproduction permissions; and
- other agreements appropriate to the requested use.

All licenses must be documented in writing.

No verbal statement shall create a license.

Chapter 8 – Requests for Permission

Individuals or organizations seeking permission to reproduce, distribute, translate, adapt, perform, publish, or otherwise use Company intellectual property should submit a written request identifying:

- the requested material;
- intended use;
- distribution method;
- geographic scope;
- duration of use; and
- whether the proposed use is commercial or non-commercial.

The Company reserves sole discretion to approve, deny, or condition permission requests.

Chapter 9 – Educational Use

The Company recognizes the importance of education and scholarly engagement.

Educational institutions, researchers, instructors, and students are encouraged to contact the Company regarding permission to use copyrighted materials beyond what is permitted under applicable law.

Nothing in this Chapter limits rights otherwise provided by law, including fair use or similar legal doctrines.

Chapter 10 – Artificial Intelligence

Company intellectual property may not be used to:

- train artificial intelligence systems;
- develop machine learning models;
- generate competing datasets;
- create automated reproductions;
- build language models;
- produce synthetic media based upon Company works; or
- support commercial AI development,

unless expressly authorized in writing by the Company.

This policy applies regardless of whether collection occurs manually or through automated technologies.

Chapter 11 – User-Submitted Content

Users who voluntarily submit comments, testimonials, photographs, recordings, creative works, or other materials grant the Company a non-exclusive, worldwide, royalty-free license to use such materials for lawful business purposes unless otherwise agreed in writing.

Users retain ownership of their original submissions unless rights are separately assigned.

Users represent that they possess the necessary rights to submit such materials.

Chapter 12 – Copyright Infringement

The Company respects the intellectual property rights of others and expects the same in return.

Individuals who believe Company content infringes their rights, or who believe Company intellectual property has been infringed elsewhere, may submit written notice containing sufficient information to identify the material and the basis of the claim.

The Company will investigate appropriate notices in accordance with applicable law.

Chapter 13 – Enforcement

The Company reserves the right to pursue all lawful remedies for intellectual property infringement, including:

- removal requests;
- cease-and-desist correspondence;
- license termination;
- account suspension;
- civil litigation;
- statutory remedies;
- recovery of damages;
- injunctive relief; and
- any additional remedies available under applicable law.

Failure to immediately enforce a provision shall not constitute a waiver of rights.

Chapter 14 – Future Intellectual Property

As the Company expands, new forms of intellectual property may emerge, including technologies and media not presently anticipated.

Unless otherwise stated, all newly developed works created by or for the Company shall be governed by the principles established within this Volume.

This policy is intended to remain adaptable while preserving the Company's commitment to responsible stewardship of its creative and educational assets.

Chapter 15 – Closing Statement

The intellectual property of WholsPrakasaka LLC represents more than creative output; it embodies the Company's educational mission, philosophical inquiry, artistic expression, and long-term commitment to preserving knowledge.

The protection of these works is not intended to limit learning or meaningful engagement. Rather, it ensures that the integrity, context, and quality of the Company's contributions are maintained for present and future generations.

Every individual interacting with the Company's intellectual property is encouraged to do so with respect for authorship, creativity, and the shared pursuit of lifelong learning.

WHOISPRAKASAKA LLC

POLICY & LEGAL HANDBOOK

Volume IV

Commerce, Products & Services

Chapter 1 – Purpose and Scope

1.1 Purpose

This Volume establishes the policies governing the purchase, sale, licensing, registration, and delivery of products and services offered by WholsPrakasaka LLC ("the Company").

These policies are intended to promote transparency, fairness, consistency, and compliance with applicable laws while supporting the Company's educational mission.

1.2 Scope

This Volume applies to all commercial offerings made available by the Company, including present and future:

- Books and publications
- Digital publications
- Educational courses
- Memberships
- Subscriptions
- Music
- Audio recordings
- Video content
- Retreats
- Workshops

- Conferences
- Live events
- Webinars
- Downloadable resources
- Physical merchandise
- Digital products
- Educational services
- Consulting services (if offered)
- Licensing agreements
- Gift cards
- Promotional offers
- Future products and services developed by the Company

Unless expressly stated otherwise, these policies govern every commercial transaction conducted through the Company's digital platforms.

Chapter 2 – Product and Service Information

The Company strives to present accurate descriptions, images, pricing, specifications, and availability for all products and services.

Because educational content and creative works evolve, descriptions may be updated periodically.

Minor variations in appearance, formatting, packaging, or presentation do not constitute defects.

The Company reserves the right to correct typographical, pricing, or technical errors at any time.

Chapter 3 – Pricing

All prices are displayed in the currency identified at the time of purchase.

Unless otherwise stated:

- prices are subject to change without prior notice;
- promotional pricing is temporary;

- pricing errors may be corrected before order fulfillment; and
- taxes, shipping, processing fees, or other charges may be added where required by law.

The Company reserves the right to limit quantities offered under promotional pricing.

Chapter 4 – Orders

Submission of an order does not constitute acceptance by the Company.

An order becomes accepted only after confirmation and, where applicable, successful payment authorization.

The Company reserves the right to:

- decline orders;
- cancel duplicate orders;
- limit purchase quantities;
- refuse transactions suspected of fraud;
- refuse transactions prohibited by law; or
- cancel transactions involving pricing or technical errors.

If an order cannot be fulfilled, the Company will make reasonable efforts to notify the purchaser and provide an appropriate remedy in accordance with applicable law.

Chapter 5 – Payments

The Company may accept various payment methods through authorized payment processors.

Payment information is processed by third-party providers using commercially reasonable security measures.

The Company does not guarantee the availability of any specific payment method.

Orders may be delayed or canceled if payment authorization cannot be obtained.

Chapter 6 – Digital Products

Unless otherwise stated, digital products are licensed for personal, non-commercial use and are not sold outright.

Digital products may include:

- downloadable files;
- electronic books;
- audio recordings;
- music;
- educational resources;
- videos;
- software;
- digital artwork; and
- other downloadable content.

Purchasers are responsible for maintaining compatible devices and software necessary to access digital products.

Chapter 7 – Physical Products

Where physical products are offered, the Company will make reasonable efforts to package and ship items in a timely manner.

Estimated delivery dates are provided for convenience only and are not guaranteed unless expressly stated.

Risk of loss transfers in accordance with applicable law and the shipping terms communicated at the time of purchase.

Chapter 8 – Educational Services

Educational services may include online courses, workshops, webinars, consultations (if offered), learning communities, and similar experiences.

Participation in educational offerings does not create a professional-client relationship unless expressly established through a separate written agreement.

Educational services are provided for informational and educational purposes.

Chapter 9 – Memberships and Subscriptions

Where memberships or subscriptions are offered, the Company will identify:

- included benefits;
- billing frequency;
- renewal terms;
- cancellation procedures;
- access limitations; and
- applicable eligibility requirements.

Members remain responsible for maintaining accurate billing information.

Failure to maintain payment may result in suspension or termination of access.

Chapter 10 – Promotions, Discounts and Gift Cards

From time to time, the Company may offer promotional pricing, discount codes, scholarships, educational grants, gift cards, or special offers.

Unless otherwise specified:

- promotions have no cash value;
- promotional codes may not be combined;
- discounts may expire;
- promotions may be modified or discontinued at any time; and
- misuse of promotional programs may result in cancellation.

Gift cards remain subject to applicable laws governing expiration, fees, and redemption.

Chapter 11 – Refunds and Cancellations

Refund eligibility depends upon the specific product or service purchased.

Additional refund terms may be published for particular offerings, including retreats, memberships, educational courses, digital products, or special events.

Unless required by law or otherwise stated:

- completed digital downloads are generally non-refundable;
- partially used memberships may not qualify for full refunds;
- customized products may be non-refundable;
- cancellation deadlines may apply to live events and retreats.

Where refunds are approved, they will generally be issued using the original payment method unless otherwise required by law.

Chapter 12 – Shipping and Delivery

Where applicable, shipping costs, estimated delivery times, and available shipping methods will be communicated during checkout.

The Company is not responsible for delays caused by:

- weather;
- customs processing;
- carrier disruptions;
- inaccurate delivery information;
- natural disasters;
- labor disputes; or
- other events beyond its reasonable control.

Purchasers remain responsible for providing accurate shipping information.

Chapter 13 – Taxes

Purchasers are responsible for applicable taxes required by law.

The Company may collect sales tax, value-added tax (VAT), goods and services tax (GST), or similar taxes where legally required.

Tax calculations may vary depending upon jurisdiction and applicable regulations.

Chapter 14 – Limitation of Availability

Products and services may be discontinued, revised, updated, or replaced at any time.

The Company reserves the right to:

- modify product offerings;
- discontinue services;
- update educational materials;
- revise pricing;
- limit availability by geographic region; or
- restrict purchases where legally required.

No obligation exists to continue offering any particular product or service indefinitely.

Chapter 15 – Customer Responsibilities

Customers are responsible for:

- providing accurate purchase information;
 - maintaining current contact details;
 - safeguarding account credentials;
 - complying with licensing restrictions;
 - respecting intellectual property rights;
 - using purchased products lawfully; and
 - reviewing applicable policies before completing a purchase.
-

Chapter 16 – Customer Support

The Company endeavors to provide timely and respectful customer support regarding purchases, technical issues, account access, and general inquiries.

Support availability, response times, and communication methods may vary depending upon operational needs and organizational resources.

Chapter 17 – Policy Updates

This Volume may be revised periodically to reflect:

- changes in law;
- evolving business operations;
- new product categories;
- technological developments;
- payment processing changes; or
- improvements to customer experience.

Updated policies become effective upon publication unless another effective date is specified.

Chapter 18 – Closing Statement

Every commercial interaction with WholsPrakasaka LLC supports the Company's broader educational mission.

The Company is committed to conducting its commercial activities with honesty, transparency, fairness, and respect while preserving the integrity of its educational, philosophical, and creative work.

This Volume shall be interpreted consistently with the principles established throughout the WholsPrakasaka LLC Policy & Legal Handbook, particularly the mission, values, and governance standards established in Volume I.

WHOISPRAKASAKA LLC

POLICY & LEGAL HANDBOOK

Volume V

Educational Programs, Learning Resources & Membership Services

Chapter 1 – Purpose and Scope

1.1 Purpose

This Volume establishes the policies governing the educational programs, learning resources, memberships, and educational services offered by WholsPrakasaka LLC ("the Company").

These policies are intended to support an inclusive, respectful, intellectually engaging, and ethically responsible learning environment consistent with the Company's mission and organizational philosophy.

1.2 Scope

This Volume applies to all educational offerings provided by the Company, including but not limited to:

- Online courses
- Educational libraries
- Digital archives
- Reading programs
- Study guides
- Workshops
- Webinars

- Seminars
 - Retreat educational sessions
 - Membership programs
 - Discussion communities
 - Learning circles
 - Recorded educational content
 - Certificates of completion (if offered)
 - Continuing education programs (if offered)
 - Future educational initiatives developed by the Company
-

Chapter 2 – Educational Philosophy

The educational programs of WholsPrakasaka LLC are founded upon the principles established in Volume I of this Handbook.

The Company views education as an ongoing process of inquiry, reflection, creativity, and responsible dialogue rather than the passive transmission of information.

Educational resources are intended to encourage critical thinking, intellectual curiosity, ethical reflection, and lifelong learning.

The Company welcomes diverse perspectives presented respectfully and in good faith.

Chapter 3 – Participation Standards

Participants are expected to contribute to educational environments with integrity and respect.

Participants shall:

- communicate respectfully;
- engage thoughtfully with differing viewpoints;
- refrain from harassment or discrimination;
- avoid disruptive conduct;
- comply with applicable laws;
- respect the intellectual property of others;
- maintain honesty in educational activities; and
- contribute to a learning environment that supports constructive dialogue.

The Company reserves the right to remove individuals whose conduct materially interferes with the educational experience or violates applicable policies.

Chapter 4 – Membership Services

Where memberships are offered, the Company may provide access to educational resources, digital libraries, exclusive content, discussion opportunities, live events, or other benefits.

Membership benefits may vary by program and may change over time as educational offerings evolve.

Membership does not confer ownership of Company materials or governance authority within the organization.

Chapter 5 – Access to Educational Resources

Educational resources are licensed for the uses expressly authorized by the Company.

Access may be:

- time-limited;
- subscription-based;
- enrollment-based;
- invitation-only;
- publicly available; or
- otherwise governed by the applicable program.

The Company reserves the right to modify educational resources to improve quality, accuracy, accessibility, or relevance.

Chapter 6 – Educational Integrity

Participants are expected to engage honestly with all educational activities.

Unless expressly authorized, participants shall not:

- submit another person's work as their own;
- falsify participation records;
- misrepresent certificates or achievements;
- alter educational materials;
- distribute restricted learning resources without permission; or
- otherwise undermine the integrity of Company educational programs.

Where assessments or certificates are offered, integrity expectations apply equally to all participants.

Chapter 7 – Certificates and Recognition

The Company may issue certificates of completion, acknowledgments of participation, digital badges, or similar forms of recognition for designated educational programs.

Unless expressly stated otherwise, such recognitions:

- confirm participation or completion only;
- do not constitute professional licensure;
- do not establish academic credit;
- do not confer employment qualifications; and
- should not be interpreted as professional certification.

The Company reserves the right to establish eligibility requirements for any recognition it offers.

Chapter 8 – Community Discussions

Educational dialogue is encouraged throughout Company learning environments.

Participants are encouraged to:

- ask thoughtful questions;
- share experiences respectfully;
- support evidence-informed discussion where appropriate;
- distinguish opinion from established fact;
- remain open to constructive feedback; and
- contribute to a welcoming educational atmosphere.

Healthy disagreement is encouraged when conducted respectfully and in accordance with Company values.

Chapter 9 – Accessibility

The Company is committed to improving access to educational opportunities.

Where reasonably practicable, the Company endeavors to:

- provide accessible digital learning materials;
- improve compatibility with assistive technologies;
- enhance readability;
- offer captions or transcripts when feasible;
- reduce barriers to participation; and
- continually evaluate accessibility improvements.

Accessibility initiatives will be implemented as organizational resources permit.

Chapter 10 – Educational Content Updates

Educational knowledge evolves over time.

Accordingly, the Company may revise, expand, replace, or retire educational materials as new research, technological developments, organizational priorities, or improved instructional methods become available.

Participants acknowledge that educational resources may differ from earlier versions.

Chapter 11 – Instructor and Facilitator Standards

Individuals teaching or facilitating Company educational programs are expected to:

- demonstrate professionalism;

- communicate respectfully;
- support inclusive learning;
- encourage thoughtful inquiry;
- maintain appropriate boundaries;
- accurately represent educational content; and
- uphold the mission and values of the Company.

Facilitators remain subject to additional agreements where applicable.

Chapter 12 – Educational Disclaimers

Unless expressly stated otherwise:

- educational materials are informational in nature;
- participation does not establish a therapeutic, legal, financial, medical, or other professional relationship;
- educational programs should not replace individualized professional advice; and
- participants remain responsible for applying information appropriately to their own circumstances.

Certain programs may include additional disclosures where required by law or professional standards.

Chapter 13 – Suspension or Removal

The Company reserves the right to suspend or terminate participation in educational programs when necessary to:

- protect participants;
- preserve educational integrity;
- enforce Company policies;
- maintain respectful learning environments;
- comply with legal obligations; or
- address conduct inconsistent with the Company's mission.

Where appropriate, such decisions will be made in good faith and with consideration for the circumstances involved.

Chapter 14 – Continuous Improvement

The Company values ongoing evaluation of its educational offerings.

Feedback from learners, facilitators, collaborators, and subject matter experts may be considered in improving:

- educational content;
- instructional quality;
- accessibility;
- technology;
- participant experience; and
- program effectiveness.

Continuous improvement supports the Company's commitment to lifelong learning and educational excellence.

Chapter 15 – Closing Statement

Education is the heart of WholsPrakasaka LLC.

Every article, course, discussion, workshop, publication, retreat, and educational experience is intended to cultivate curiosity, reflection, creativity, and meaningful dialogue.

The Company believes that learning is strengthened through integrity, humility, respectful engagement, and a willingness to explore ideas with openness and discernment.

This Volume establishes the principles that will guide the Company's educational programs as they continue to grow and evolve in service of present and future generations.

WHOISPRAKASAKA LLC

POLICY & LEGAL HANDBOOK

Volume VI

Retreats, Events & Public Gatherings

Chapter 1 – Purpose and Scope

1.1 Purpose

This Volume establishes the policies governing retreats, educational events, workshops, conferences, public gatherings, and experiential programs organized or sponsored by WholsPrakasaka LLC ("the Company").

Its purpose is to promote participant safety, respectful engagement, operational consistency, and meaningful educational experiences aligned with the Company's mission and values.

1.2 Scope

This Volume applies to all Company-sponsored or Company-hosted experiences, including but not limited to:

- Educational retreats
- Workshops
- Conferences
- Seminars
- Community gatherings
- Public lectures
- Sound healing experiences
- Meditation sessions
- Wellness activities

- Educational travel experiences
- Virtual live events
- Hybrid events
- Volunteer events
- Cultural programs
- Future experiential programs developed by the Company

Unless otherwise stated, these policies apply regardless of the event's location or delivery format.

Chapter 2 – Educational Purpose

Company events are designed to support education, reflection, creativity, dialogue, and community engagement.

Participation is intended to foster meaningful learning experiences consistent with the organizational philosophy established in Volume I.

Attendance at Company events does not establish a therapeutic, medical, legal, financial, or other professional relationship unless expressly provided through a separate written agreement.

Chapter 3 – Registration

Participation may require advance registration.

Registrants are responsible for providing accurate information, reviewing event materials, and complying with any published eligibility requirements.

Registration may be limited by venue capacity, safety considerations, or program objectives.

Confirmation of registration does not guarantee admission where eligibility requirements remain outstanding.

Chapter 4 – Participant Conduct

Participants are expected to contribute to a respectful, safe, and welcoming environment.

Participants shall:

- treat others with dignity and respect;
- comply with event instructions;
- refrain from harassment, intimidation, discrimination, or abusive conduct;
- avoid disruptive behavior;
- respect venue rules and property;
- comply with applicable laws; and
- support an inclusive educational environment.

The Company may remove participants whose conduct materially disrupts the event or jeopardizes the safety or well-being of others.

Chapter 5 – Health and Personal Responsibility

Participants are responsible for assessing their own ability to participate in Company events.

Individuals should consult appropriate healthcare professionals before participating in activities that may involve physical movement, meditation, breathwork, extended travel, or other wellness-related experiences.

Participants remain responsible for their own personal health decisions and for informing event organizers of any accommodations they may require.

The Company does not provide emergency medical services unless expressly stated.

Chapter 6 – Accessibility and Accommodations

The Company is committed to fostering inclusive participation.

Where reasonably practicable, the Company will make efforts to provide appropriate accommodations for individuals with disabilities or other accessibility needs.

Participants are encouraged to communicate accommodation requests sufficiently in advance of an event whenever possible.

Availability of accommodations may depend upon venue capabilities, available resources, and applicable legal requirements.

Chapter 7 – Photography, Audio and Video Recording

During Company events, photographs, audio recordings, and video recordings may be created for educational, promotional, archival, or historical purposes.

Where required by applicable law, participants will be informed of recording practices and provided opportunities to decline participation in identifiable recordings when reasonably practicable.

Participants may not record restricted portions of events or reproduce Company presentations without prior written authorization.

Chapter 8 – Travel and Lodging

Certain events may require participants to arrange or purchase travel, lodging, transportation, meals, or related services.

Unless expressly stated otherwise in writing, participants are responsible for making and managing their own travel arrangements and associated expenses.

The Company is not responsible for disruptions caused by airlines, hotels, transportation providers, weather conditions, governmental restrictions, or other circumstances beyond its reasonable control.

Chapter 9 – Event Changes and Cancellations

The Company reserves the right to:

- modify schedules;
- substitute presenters;
- change venues;
- revise program content;
- postpone events;
- reschedule events; or
- cancel events when reasonably necessary.

Where practicable, participants will be notified of significant changes in a timely manner.

Refund eligibility will be governed by Volume IV and any event-specific policies.

Chapter 10 – Safety and Emergency Procedures

The Company is committed to maintaining reasonably safe event environments.

Participants are expected to:

- follow venue safety instructions;
- comply with emergency procedures;
- cooperate with emergency personnel;
- report hazards promptly; and
- exercise reasonable care for themselves and others.

Emergency procedures may vary according to venue, jurisdiction, and event type.

Chapter 11 – Assumption of Risk

Participation in educational events, retreats, travel experiences, wellness activities, outdoor programs, or similar experiences may involve inherent risks.

By voluntarily participating, individuals acknowledge that they assume responsibility for the ordinary risks associated with such activities to the extent permitted by applicable law.

Nothing in this Chapter limits any legal rights that cannot be waived under applicable law.

Chapter 12 – Personal Property

Participants are responsible for safeguarding their personal belongings.

The Company is not responsible for loss, theft, or damage to personal property except where liability is imposed by applicable law.

Participants are encouraged to secure valuable items appropriately throughout the event.

Chapter 13 – Removal from Events

The Company reserves the right to deny admission or remove any participant whose conduct:

- threatens safety;
- violates Company policies;
- substantially disrupts programming;
- damages property;
- creates legal or operational risk; or
- materially conflicts with the educational mission of the event.

Removal decisions will be made in good faith and, where appropriate, with consideration for participant safety and fairness.

Chapter 14 – Continuous Improvement

The Company values participant feedback and periodically evaluates its events to improve educational quality, accessibility, safety, organization, and participant experience.

Suggestions from participants, facilitators, volunteers, and partners may be considered in planning future events.

Chapter 15 – Closing Statement

The gatherings organized by WholsPrakasaka LLC extend the Company's educational mission beyond books, courses, and digital platforms into shared experiences that encourage reflection, dialogue, creativity, and community.

Every retreat, workshop, conference, lecture, and public event is intended to cultivate an environment where learning is approached with curiosity, respect, openness, and responsibility.

This Volume establishes the principles that will guide the planning, organization, and stewardship of Company events while promoting safe, welcoming, and meaningful experiences for all participants.

WHOISPRAKASAKA LLC

POLICY & LEGAL HANDBOOK

Volume VII

Human Resources, Volunteers & Professional Conduct

Chapter 1 – Purpose and Scope

1.1 Purpose

This Volume establishes the organizational standards governing individuals who work with, represent, or contribute to WholsPrakasaka LLC ("the Company").

Its purpose is to promote professionalism, ethical conduct, accountability, collaboration, and responsible stewardship in support of the Company's educational mission and organizational values.

1.2 Scope

This Volume applies, as appropriate, to:

- Employees
- Independent contractors
- Consultants
- Volunteers
- Interns
- Advisory board members
- Guest instructors
- Facilitators
- Researchers
- Creative collaborators

- Event staff
- Temporary workers
- Future personnel engaged by the Company

Certain individuals may also be subject to additional written agreements specific to their role.

Chapter 2 – Organizational Culture

WholsPrakasaka LLC seeks to cultivate a professional culture grounded in:

- integrity;
- respect;
- curiosity;
- collaboration;
- accountability;
- inclusivity;
- humility;
- lifelong learning; and
- responsible leadership.

Every individual contributing to the Company shares responsibility for maintaining an environment consistent with these principles.

Chapter 3 – Professional Conduct

Individuals representing the Company are expected to:

- act honestly and ethically;
- communicate respectfully;
- perform assigned responsibilities diligently;
- comply with Company policies;
- safeguard confidential information;
- protect organizational assets;
- avoid conduct that may damage the Company's reputation; and
- conduct themselves professionally during both in-person and digital interactions.

Professional conduct is expected regardless of work location.

Chapter 4 – Equal Opportunity and Inclusion

The Company is committed to fostering a respectful environment in which individuals are treated fairly and with dignity.

Employment, volunteer opportunities, collaborations, and organizational participation shall be administered without unlawful discrimination based on characteristics protected by applicable law.

The Company values diversity of perspectives, experiences, and backgrounds while maintaining a shared commitment to its mission and organizational standards.

Chapter 5 – Anti-Harassment and Respectful Workplace

Harassment, intimidation, bullying, retaliation, discrimination, or other forms of abusive conduct are inconsistent with the Company's values and will not be tolerated.

This policy applies to:

- workplaces;
- digital communications;
- educational programs;
- public events;
- business travel;
- volunteer activities; and
- any environment in which individuals are acting on behalf of the Company.

Concerns should be reported through appropriate organizational channels.

The Company will review reports in good faith and take appropriate action consistent with applicable law and organizational policy.

Chapter 6 – Professional Boundaries

Individuals working with the Company are expected to maintain appropriate professional boundaries in all interactions.

Professional relationships should remain respectful, ethical, and free from exploitation, coercion, or conflicts that could impair sound judgment.

Where contributors are also licensed professionals, they remain responsible for complying with the ethical standards and regulatory requirements applicable to their professions.

Chapter 7 – Conflicts of Interest

Individuals shall avoid situations in which personal, financial, or professional interests conflict—or reasonably appear to conflict—with the interests of the Company.

Potential conflicts should be disclosed promptly so they may be reviewed appropriately.

Disclosure does not automatically prohibit participation but allows the Company to evaluate and manage potential conflicts responsibly.

Chapter 8 – Confidentiality

Individuals may have access to confidential or proprietary information relating to the Company, its collaborators, participants, educational programs, business operations, or strategic initiatives.

Such information shall be protected and used only for authorized organizational purposes.

Confidentiality obligations continue after an individual's relationship with the Company ends, except where disclosure is required by law or authorized in writing.

Chapter 9 – Organizational Assets

Company assets shall be used responsibly and solely for authorized organizational purposes.

Assets include, but are not limited to:

- intellectual property;
- technology;
- equipment;
- financial resources;
- organizational records;
- educational materials;
- confidential information;
- branding; and
- physical property.

Unauthorized personal use, misuse, or misappropriation of Company assets is prohibited.

Chapter 10 – Communications and Public Representation

Only individuals authorized by the Company may make official public statements or represent organizational positions.

When identifying themselves as associated with the Company, contributors should communicate professionally and avoid creating the impression that personal opinions constitute official organizational positions unless expressly authorized.

Public communications should support the Company's mission, values, and reputation.

Chapter 11 – Volunteers and Community Contributors

Volunteers play an important role in advancing the Company's educational mission.

Volunteers are expected to:

- comply with Company policies;
- respect participant confidentiality;
- perform assigned responsibilities responsibly;

- communicate professionally;
- maintain appropriate boundaries; and
- represent the Company with integrity.

Volunteer service does not create an employment relationship unless otherwise established through a separate written agreement.

Chapter 12 – Professional Development

The Company encourages continuous learning and professional growth.

Individuals working with the Company are encouraged to pursue educational opportunities that strengthen their knowledge, skills, ethical decision-making, and ability to contribute to the organization's mission.

Where resources permit, the Company may support ongoing professional development through training, mentorship, educational resources, or other learning opportunities.

Chapter 13 – Reporting Concerns

Individuals are encouraged to report concerns involving:

- unethical conduct;
- policy violations;
- safety issues;
- harassment;
- discrimination;
- conflicts of interest;
- misuse of organizational assets;
- fraud; or
- other matters affecting the integrity of the Company.

Reports will be reviewed in good faith, with appropriate consideration for confidentiality, fairness, and applicable legal requirements.

Retaliation against individuals who raise concerns in good faith is prohibited.

Chapter 14 – Corrective Action

Where organizational policies are violated, the Company may take appropriate corrective action consistent with applicable law and the circumstances involved.

Corrective action may include:

- coaching;
- additional training;
- written warnings;
- reassignment of responsibilities;
- suspension;
- termination of employment or engagement;
- removal from volunteer service; or
- other reasonable measures necessary to protect the organization and its mission.

The Company will seek to administer corrective actions fairly, consistently, and in good faith.

Chapter 15 – Separation from the Organization

When an individual's relationship with the Company concludes, whether voluntarily or involuntarily, responsibilities relating to confidentiality, intellectual property, organizational records, and the return of Company property remain in effect as required by law or applicable agreements.

The Company encourages professional and respectful transitions whenever possible.

Chapter 16 – Closing Statement

The strength of WholsPrakasaka LLC is reflected not only in its publications, educational programs, and creative works, but also in the character, professionalism, and integrity of the individuals who contribute to its mission.

Every employee, volunteer, contractor, advisor, facilitator, collaborator, and future leader shares responsibility for fostering a culture grounded in ethical conduct, mutual respect, accountability, and lifelong learning.

This Volume establishes the professional standards that will guide the Company's people as the organization continues to grow in service to present and future generations.

WHOISPRAKASAKA LLC

POLICY & LEGAL HANDBOOK

Volume VIII

Risk Management, Compliance & Organizational Ethics

Chapter 1 – Purpose and Scope

1.1 Purpose

This Volume establishes the framework through which WhoIsPrakasaka LLC ("the Company") manages organizational risk, promotes ethical decision-making, maintains legal compliance, protects organizational assets, and supports responsible governance.

Its purpose is to strengthen the Company's long-term sustainability while advancing its educational mission with integrity, accountability, and transparency.

1.2 Scope

This Volume applies to all organizational operations, including but not limited to:

- Governance
- Administration
- Financial management
- Educational programs
- Digital platforms
- Publications
- Events
- Partnerships
- Volunteers
- Employees

- Contractors
 - Organizational leadership
 - Future business operations
-

Chapter 2 – Ethical Governance

The Company is committed to conducting all organizational activities in accordance with the principles established throughout this Handbook.

Organizational decisions should reflect:

- honesty;
- integrity;
- accountability;
- fairness;
- transparency;
- respect for human dignity;
- responsible stewardship; and
- commitment to the Company's educational mission.

Ethical considerations should be incorporated into operational, financial, strategic, and educational decision-making.

Chapter 3 – Legal and Regulatory Compliance

The Company endeavors to comply with all applicable laws and regulations governing its operations.

Compliance responsibilities may include, where applicable:

- business registration requirements;
- taxation;
- employment laws;
- intellectual property laws;
- consumer protection laws;
- accessibility requirements;

- privacy regulations;
- charitable fundraising regulations (if applicable);
- licensing requirements; and
- other legal obligations arising from the Company's activities.

Nothing in this Volume supersedes applicable law.

Chapter 4 – Risk Management

The Company recognizes that thoughtful risk management supports organizational stability and mission fulfillment.

Risks may include:

- operational risks;
- financial risks;
- cybersecurity risks;
- legal risks;
- reputational risks;
- technological risks;
- strategic risks;
- environmental risks;
- safety risks; and
- emerging risks associated with future technologies or organizational growth.

The Company seeks to identify, assess, monitor, and appropriately respond to significant organizational risks.

Chapter 5 – Internal Controls

The Company shall establish reasonable internal controls appropriate to its size and operations.

Such controls may include:

- financial oversight;
- approval procedures;
- separation of responsibilities where practicable;
- recordkeeping standards;

- authorization requirements;
- technology safeguards;
- policy documentation; and
- periodic internal review.

Internal controls should support accountability while remaining practical for the organization's operational needs.

Chapter 6 – Financial Stewardship

The Company is committed to responsible financial management.

Organizational resources should be managed with care, accuracy, transparency, and accountability.

Financial decisions should support:

- long-term sustainability;
 - educational priorities;
 - organizational growth;
 - prudent budgeting;
 - responsible investment of resources; and
 - compliance with applicable accounting and legal requirements.
-

Chapter 7 – Fraud Prevention

Fraud, theft, embezzlement, falsification of records, financial misconduct, and intentional misuse of organizational assets are strictly prohibited.

The Company may implement reasonable measures to prevent, detect, investigate, and respond to suspected misconduct.

Individuals working with the Company are expected to report suspected fraud or other significant misconduct in good faith.

Chapter 8 – Records Management and Retention

The Company shall maintain organizational records in accordance with applicable legal requirements and operational needs.

Records may include:

- financial records;
- contracts;
- governance documents;
- educational materials;
- business correspondence;
- organizational policies;
- intellectual property documentation;
- employment records;
- volunteer records; and
- historical archives.

Records should be retained, protected, and securely disposed of in accordance with applicable retention schedules and legal obligations.

Chapter 9 – Privacy and Information Security

The Company values the responsible handling of information entrusted to it.

Reasonable administrative, technical, and organizational safeguards may be implemented to protect confidential, personal, financial, and proprietary information.

Information security practices should evolve as technology, organizational needs, and legal requirements develop.

Chapter 10 – Whistleblower Protection

Individuals who report suspected misconduct, policy violations, fraud, unethical behavior, or legal compliance concerns in good faith should be able to do so without fear of retaliation.

Reports will be reviewed appropriately and, where practicable, handled with discretion and respect for confidentiality.

Knowingly false or malicious reports may themselves constitute policy violations.

Chapter 11 – Organizational Decision-Making

Major organizational decisions should be guided by:

- the Company's mission;
- organizational values;
- ethical considerations;
- legal responsibilities;
- financial sustainability;
- educational impact;
- long-term organizational health; and
- stewardship of organizational resources.

The Company recognizes that responsible governance requires balancing immediate operational needs with long-term institutional objectives.

Chapter 12 – Business Continuity and Crisis Management

The Company seeks to prepare for unexpected events that may affect its operations.

Such events may include:

- natural disasters;
- public health emergencies;
- technology failures;
- cybersecurity incidents;

- financial disruptions;
- facility interruptions;
- legal emergencies; or
- other unforeseen circumstances.

Business continuity planning should prioritize:

- participant safety;
 - protection of organizational assets;
 - continuity of essential operations;
 - preservation of critical records; and
 - timely communication when appropriate.
-

Chapter 13 – Continuous Compliance Improvement

Compliance is an ongoing organizational responsibility.

The Company will periodically evaluate its policies, procedures, and operational practices to improve:

- legal compliance;
- organizational effectiveness;
- risk management;
- ethical governance;
- operational resilience; and
- accountability.

Policy revisions may occur as laws, technologies, organizational needs, and best practices evolve.

Chapter 14 – External Reviews and Cooperation

Where appropriate, the Company may cooperate with lawful audits, inspections, regulatory inquiries, or other authorized reviews.

The Company will endeavor to maintain accurate documentation supporting its operations and governance.

Cooperation with lawful oversight supports public trust and organizational accountability.

Chapter 15 – Organizational Resilience

The Company recognizes that long-term success depends upon its ability to adapt responsibly to changing legal, technological, financial, and societal environments.

Responsible governance requires continuous learning, thoughtful planning, ethical leadership, and prudent stewardship.

The Company seeks to build resilience by strengthening its people, policies, systems, and organizational culture.

Chapter 16 – Closing Statement

The mission of WholsPrakasaka LLC can only endure through responsible governance.

By integrating ethical leadership, legal compliance, prudent risk management, sound financial stewardship, and organizational accountability into every aspect of its operations, the Company affirms its commitment to serving present and future generations with integrity.

This Volume establishes the governance principles that will help safeguard the Company's educational mission, creative works, organizational resources, and public trust as it continues to grow and evolve.

WHOISPRAKASAKA LLC

POLICY & LEGAL HANDBOOK

Volume IX

Partnerships, Collaborations & External Relations

Chapter 1 – Purpose and Scope

1.1 Purpose

This Volume establishes the principles governing external relationships entered into by WholsPrakasaka LLC ("the Company").

Its purpose is to promote ethical collaboration, responsible partnerships, transparent communication, and mission-aligned relationships while preserving the Company's independence, integrity, and educational purpose.

1.2 Scope

This Volume applies to all external relationships involving the Company, including but not limited to:

- Educational institutions
- Universities
- Schools
- Nonprofit organizations
- Government agencies
- Community organizations
- Businesses
- Publishers
- Authors

- Researchers
 - Artists
 - Musicians
 - Speakers
 - Consultants
 - Sponsors
 - Grant-making organizations
 - Media organizations
 - Technology providers
 - International collaborators
 - Strategic alliances
 - Future partnership opportunities
-

Chapter 2 – Principles of Collaboration

The Company seeks partnerships that strengthen its educational mission while respecting organizational independence.

External relationships should be founded upon:

- mutual respect;
- integrity;
- transparency;
- shared educational purpose;
- professional accountability;
- lawful conduct;
- ethical decision-making; and
- respect for intellectual independence.

No partnership shall require the Company to compromise its mission, organizational philosophy, or core values.

Chapter 3 – Mission Alignment

Before entering into significant partnerships, the Company should consider whether the proposed relationship:

- supports its educational mission;

- aligns with organizational values;
- promotes ethical conduct;
- protects organizational independence;
- contributes meaningful public benefit; and
- presents acceptable levels of organizational risk.

Mission alignment remains a continuing consideration throughout the duration of any partnership.

Chapter 4 – Due Diligence

The Company may conduct reasonable due diligence before entering significant collaborative relationships.

Such review may include consideration of:

- organizational reputation;
- legal standing;
- financial stability;
- ethical practices;
- operational capacity;
- conflicts of interest;
- compliance history; and
- compatibility with the Company's mission.

The scope of review may vary depending upon the nature and complexity of the proposed relationship.

Chapter 5 – Written Agreements

Where appropriate, partnerships should be documented through written agreements.

Such agreements may address:

- purpose;
- responsibilities;
- intellectual property;
- financial arrangements;

- confidentiality;
- duration;
- termination;
- dispute resolution;
- public communications; and
- other operational matters relevant to the collaboration.

Nothing in this Chapter requires a written agreement where not legally or operationally necessary, but written documentation is encouraged for significant relationships.

Chapter 6 – Sponsorships and Financial Support

The Company may accept sponsorships, grants, donations, or other forms of financial support when consistent with its mission and organizational values.

Acceptance of financial support does not grant sponsors editorial control, governance authority, ownership of intellectual property, or influence over the Company's educational conclusions unless expressly agreed in writing.

The Company reserves the right to decline financial support that could compromise its independence or public trust.

Chapter 7 – Research and Educational Collaborations

The Company welcomes opportunities to collaborate on educational and research initiatives that advance knowledge, creativity, and public learning.

Collaborative projects should promote:

- academic integrity;
- responsible scholarship;
- appropriate attribution;
- transparency of methodology where applicable;
- respect for intellectual property; and

- ethical dissemination of educational materials.
-

Chapter 8 – Media and Public Relations

The Company may engage with journalists, media organizations, publishers, broadcasters, podcasters, and other communications professionals to further its educational mission.

Public communications should be accurate, respectful, transparent, and consistent with the Company's values.

Only authorized representatives may issue official organizational statements unless otherwise approved.

Chapter 9 – International Relationships

The Company may establish educational relationships across national boundaries.

International collaborations should respect:

- applicable laws;
- cultural diversity;
- local customs;
- ethical standards;
- human dignity;
- intellectual property rights; and
- the Company's organizational mission.

The Company recognizes the value of global perspectives while maintaining its own institutional independence.

Chapter 10 – Co-Branded Projects

The Company may participate in jointly developed educational programs, publications, events, media productions, or other collaborative initiatives.

Use of Company branding, trademarks, logos, or organizational identity in co-branded projects requires appropriate authorization.

Co-branding should not create confusion regarding ownership, responsibility, endorsement, or governance.

Chapter 11 – Affiliate Relationships

Where affiliate or referral relationships are established, the Company seeks to maintain transparency regarding such arrangements.

Affiliate relationships should never compromise the objectivity, educational integrity, or independence of Company content.

Recommendations should be based upon educational value and organizational judgment rather than financial incentives alone.

Chapter 12 – Conflicts Between Partner Values and Company Mission

If an existing or prospective partnership becomes materially inconsistent with the Company's mission, ethical standards, or organizational values, the Company reserves the right to:

- reevaluate the relationship;
- seek corrective action;
- modify collaborative activities;
- suspend participation; or
- terminate the relationship where appropriate.

Mission integrity shall remain a guiding consideration in all partnership decisions.

Chapter 13 – Termination of Partnerships

Collaborative relationships may conclude by mutual agreement, expiration, fulfillment of project objectives, or other lawful means.

The Company reserves the right to terminate partnerships when necessary to:

- protect organizational integrity;
- address legal concerns;
- resolve significant policy violations;
- respond to material breaches of agreement;
- protect participants or the public; or
- preserve the Company's educational mission.

Termination should, where practicable, be conducted professionally and respectfully.

Chapter 14 – Continuous Relationship Stewardship

Successful partnerships require ongoing communication, trust, accountability, and evaluation.

The Company may periodically review significant collaborative relationships to ensure they continue to:

- advance shared objectives;
 - maintain ethical standards;
 - support educational excellence;
 - remain legally compliant; and
 - serve the public interest.
-

Chapter 15 – Closing Statement

WholsPrakasaka LLC believes that meaningful collaboration expands opportunities for learning, creativity, research, and public service.

The Company welcomes partnerships that reflect mutual respect, shared purpose, intellectual integrity, and ethical responsibility while preserving its independence and commitment to education.

This Volume establishes the principles through which the Company will cultivate enduring relationships that strengthen its mission and contribute to the advancement of knowledge and human understanding.

WHOISPRAKASAKA LLC

POLICY & LEGAL HANDBOOK

Volume X

Institutional Records, Archives & Knowledge Stewardship

Chapter 1 – Purpose and Scope

1.1 Purpose

This Volume establishes the principles governing the creation, preservation, management, and stewardship of the institutional records, archives, and accumulated knowledge of WholsPrakasaka LLC ("the Company").

The Company recognizes that its educational materials, historical records, creative works, and organizational knowledge represent valuable institutional assets that should be preserved responsibly for present and future generations.

1.2 Scope

This Volume applies to all organizational records and historical materials, including but not limited to:

- Governance documents
- Organizational policies
- Educational publications
- Research materials
- Creative works
- Digital assets
- Audio recordings

- Video recordings
 - Photographs
 - Artwork
 - Correspondence
 - Historical collections
 - Oral histories
 - Business records
 - Financial records
 - Administrative records
 - Metadata
 - Future archival collections
-

Chapter 2 – Principles of Knowledge Stewardship

The Company views knowledge stewardship as a continuing institutional responsibility.

Knowledge should be managed in ways that promote:

- accuracy;
- authenticity;
- accessibility;
- preservation;
- accountability;
- ethical stewardship;
- historical continuity; and
- responsible public education.

Organizational knowledge should be maintained in a manner that supports both present operations and future scholarship.

Chapter 3 – Institutional Records

The Company shall maintain records appropriate to its legal, operational, educational, and historical responsibilities.

Records may include:

- Articles of Organization;
- governance documents;
- organizational policies;
- financial records;
- contracts;
- licensing documentation;
- meeting records;
- educational program records;
- publications;
- correspondence; and
- other records supporting organizational activities.

Records should be organized in a manner that promotes responsible administration and efficient retrieval.

Chapter 4 – Archival Collections

The Company may establish permanent archival collections documenting its history, mission, educational work, creative output, and organizational development.

Archival collections may include:

- manuscripts;
- research papers;
- publications;
- presentations;
- educational curricula;
- multimedia productions;
- photographs;
- recordings;
- artistic works;
- organizational memorabilia;
- institutional artifacts; and
- other historically significant materials.

The Company may distinguish between active operational records and permanent archival materials.

Chapter 5 – Digital Preservation

Recognizing the importance of digital information, the Company seeks to preserve digital records using practices appropriate to technological developments and available resources.

Digital preservation efforts may include:

- secure storage;
- redundant backups;
- file integrity verification;
- migration to current file formats;
- documentation of digital assets;
- metadata preservation; and
- periodic review of archival systems.

Preservation strategies may evolve as technology advances.

Chapter 6 – Metadata and Documentation Standards

Meaningful preservation requires appropriate documentation.

Where practicable, archived materials should include metadata sufficient to identify:

- creator;
- date of creation;
- version history;
- subject matter;
- rights information;
- preservation status;
- source; and
- other information supporting future discovery and interpretation.

Consistent documentation enhances long-term accessibility and authenticity.

Chapter 7 – Historical Integrity

The Company is committed to preserving an accurate institutional record.

Historical records should not be altered in a manner that intentionally misrepresents organizational history.

Where corrections, annotations, or revisions are appropriate, they should be documented transparently while preserving the integrity of the historical record.

Chapter 8 – Research Repositories

The Company may maintain repositories for educational and scholarly materials.

Repositories may include:

- research reports;
- literature reviews;
- educational resources;
- reference collections;
- bibliographies;
- datasets where appropriate;
- teaching materials; and
- future scholarly publications.

Access may vary depending on intellectual property rights, confidentiality obligations, licensing agreements, or legal requirements.

Chapter 9 – Oral Histories and Institutional Memory

The Company recognizes the value of preserving institutional memory through documented experiences.

Where appropriate, the Company may collect and preserve:

- interviews;
- oral histories;
- founder reflections;
- participant experiences;

- community narratives;
- educational discussions; and
- other materials that contribute to the understanding of the Company's development and mission.

Participation in such projects shall remain voluntary unless otherwise required by written agreement.

Chapter 10 – Preservation of Audiovisual Works

The Company may preserve audio, video, photography, musical works, podcasts, documentaries, educational recordings, and other multimedia productions created or acquired in support of its mission.

Preservation efforts should seek to maintain both technical quality and historical authenticity while respecting applicable intellectual property rights and contractual obligations.

Chapter 11 – Access to Institutional Records

Access to organizational records may vary according to the nature of the materials.

Certain records may be:

- publicly available;
- educationally accessible;
- restricted to authorized personnel;
- confidential;
- archived for historical purposes; or
- protected by legal or contractual obligations.

The Company seeks to balance transparency with privacy, security, intellectual property protection, and legal compliance.

Chapter 12 – Retention and Disposition

Records shall be retained in accordance with applicable legal requirements, operational needs, historical significance, and organizational policy.

When records are no longer required, disposition should occur through secure and appropriate methods while preserving materials of continuing legal, educational, or historical value.

Permanent archival materials should not be destroyed except under extraordinary circumstances authorized through appropriate organizational procedures.

Chapter 13 – Succession of Organizational Knowledge

The Company recognizes that organizational knowledge should not depend solely upon any single individual.

Where reasonably practicable, institutional knowledge should be documented to support continuity through leadership transitions, organizational growth, technological change, and future generations of contributors.

Knowledge stewardship contributes to the long-term resilience and sustainability of the Company.

Chapter 14 – Continuous Preservation Improvement

Preservation is an ongoing institutional responsibility.

The Company may periodically review its archival practices, records management procedures, digital preservation strategies, and documentation standards to improve:

- accessibility;
- preservation quality;
- technological resilience;

- organizational continuity;
- legal compliance; and
- educational value.

Policies may evolve as archival best practices and technologies develop.

Chapter 15 – Closing Statement

WholsPrakasaka LLC believes that the preservation of knowledge is an act of stewardship.

Every publication, educational resource, creative work, historical record, research project, and organizational milestone contributes to a growing body of knowledge that deserves thoughtful preservation.

By safeguarding its institutional memory with integrity, authenticity, and care, the Company affirms its commitment to ensuring that its educational mission remains accessible, trustworthy, and meaningful for present and future generations.

This Volume establishes the principles through which the Company will preserve its intellectual legacy while continuing to cultivate new knowledge in service of humanity.

WHOISPRAKASAKA LLC

POLICY & LEGAL HANDBOOK

Volume XI

Strategic Planning, Innovation & Institutional Development

Chapter 1 – Purpose and Scope

1.1 Purpose

This Volume establishes the principles governing the long-term planning, strategic development, innovation, and institutional growth of WholsPrakasaka LLC ("the Company").

Its purpose is to ensure that organizational growth remains intentional, mission-driven, ethically grounded, and responsive to changing educational, technological, cultural, and societal needs.

1.2 Scope

This Volume applies to all long-term organizational planning, including:

- Strategic planning
- Organizational development
- Program development
- Institutional expansion
- Innovation initiatives
- Technology adoption
- Educational initiatives
- Research initiatives
- Capital planning
- Leadership succession

- Organizational evaluation
 - Future institutional growth
-

Chapter 2 – Long-Term Vision

The Company recognizes that meaningful institutional development requires long-term thinking.

Strategic planning should support:

- organizational sustainability;
- educational excellence;
- public benefit;
- responsible innovation;
- financial stability;
- institutional resilience;
- ethical leadership; and
- stewardship of organizational resources.

The Company seeks to balance present operational needs with future opportunities.

Chapter 3 – Strategic Planning Process

Strategic planning shall be conducted periodically and may include consideration of:

- organizational strengths;
- emerging opportunities;
- operational challenges;
- educational priorities;
- technological developments;
- financial capacity;
- community needs;
- institutional partnerships; and
- long-term organizational objectives.

Strategic plans should remain sufficiently flexible to respond to changing circumstances while preserving continuity of mission.

Chapter 4 – Institutional Growth

Growth should occur deliberately rather than solely in response to short-term opportunities.

The Company may expand through:

- new educational programs;
- publications;
- research initiatives;
- digital platforms;
- community engagement;
- strategic partnerships;
- international collaborations;
- technological innovation;
- additional organizational entities; and
- other mission-consistent opportunities.

Expansion should strengthen rather than dilute the Company's educational purpose.

Chapter 5 – Innovation

Innovation is encouraged when it advances the Company's mission and serves the public interest.

Innovation may involve:

- educational methodologies;
- instructional technologies;
- creative media;
- publishing models;
- research practices;
- organizational systems;
- community engagement;
- digital learning environments; and
- emerging forms of knowledge dissemination.

Innovation should remain consistent with ethical governance and organizational values.

Chapter 6 – Technology Adoption

The Company recognizes that technology continuously evolves.

When evaluating new technologies, consideration may include:

- educational benefit;
- accessibility;
- security;
- privacy;
- legal compliance;
- sustainability;
- financial impact;
- interoperability;
- long-term maintenance; and
- ethical implications.

Technology should support human learning rather than replace thoughtful educational engagement.

Chapter 7 – Artificial Intelligence and Emerging Technologies

The Company acknowledges that artificial intelligence and other emerging technologies may significantly influence education, research, creativity, and organizational operations.

Such technologies should be used responsibly and in ways that promote:

- transparency;
- human oversight;
- intellectual integrity;
- privacy protection;
- fairness;
- accessibility;
- accountability; and
- respect for human dignity.

The Company reserves the right to establish additional policies governing specific technologies as they evolve.

Chapter 8 – Program Evaluation

Educational programs and organizational initiatives should be reviewed periodically to assess:

- mission alignment;
- participant outcomes;
- educational quality;
- accessibility;
- operational effectiveness;
- financial sustainability;
- community impact; and
- opportunities for improvement.

Evaluation should support continuous learning rather than merely measuring performance.

Chapter 9 – Leadership Development

The Company encourages the cultivation of future organizational leaders.

Leadership development may include:

- mentorship;
- education;
- succession planning;
- professional development;
- collaborative decision-making;
- institutional knowledge sharing; and
- ethical leadership training.

Leadership should reflect both competence and commitment to the Company's mission.

Chapter 10 – Succession Planning

The Company recognizes that institutional continuity depends upon thoughtful leadership transitions.

Succession planning should seek to preserve:

- organizational stability;
- institutional knowledge;
- governance continuity;
- operational effectiveness;
- educational mission; and
- organizational culture.

Leadership transitions should be planned whenever reasonably practicable.

Chapter 11 – Capital Projects and Infrastructure

The Company may undertake projects involving facilities, technology, archives, educational resources, or other long-term infrastructure.

Planning for major projects should consider:

- mission alignment;
- financial sustainability;
- accessibility;
- environmental responsibility;
- operational impact;
- community benefit; and
- long-term maintenance requirements.

Infrastructure investments should support the Company's enduring educational mission.

Chapter 12 – Organizational Adaptability

The Company recognizes that educational institutions must remain adaptable while preserving their foundational principles.

Adaptation may be necessary in response to:

- technological change;
- legal developments;

- educational research;
- community needs;
- global events;
- economic conditions;
- environmental considerations; and
- future societal developments.

Adaptation should strengthen institutional resilience without compromising organizational identity.

Chapter 13 – Strategic Review

The Company may periodically review its strategic direction to ensure continued relevance and effectiveness.

Strategic reviews may evaluate:

- institutional priorities;
- emerging opportunities;
- organizational risks;
- resource allocation;
- governance effectiveness;
- stakeholder feedback; and
- progress toward long-term objectives.

Recommendations arising from strategic review may inform future organizational planning.

Chapter 14 – Continuous Institutional Improvement

Institutional excellence is viewed as an ongoing process rather than a final achievement.

The Company encourages continuous improvement through:

- evidence-informed decision-making;
- thoughtful innovation;
- organizational reflection;

- interdisciplinary collaboration;
- educational research;
- responsible experimentation; and
- lifelong learning.

Improvement efforts should remain consistent with the Company's mission and ethical commitments.

Chapter 15 – Closing Statement

WholsPrakasaka LLC believes that responsible institutions are built not only through careful governance, but through thoughtful vision.

The Company's future development should be guided by curiosity, ethical leadership, strategic planning, innovation, and a commitment to serving present and future generations through education, creativity, and public engagement.

This Volume establishes the principles that will guide the Company's continued evolution while preserving the mission, values, and institutional integrity upon which it was founded.

WHOISPRAKASAKA LLC

POLICY & LEGAL HANDBOOK

Volume XII

Governance Review, Amendments & Institutional Continuity

Chapter 1 – Purpose and Scope

1.1 Purpose

This Volume establishes the principles governing the review, interpretation, amendment, maintenance, and long-term continuity of the WholsPrakasaka LLC Policy & Legal Handbook ("the Handbook").

Its purpose is to ensure that the Handbook remains accurate, relevant, legally compliant, and consistent with the Company's mission while preserving the continuity of its institutional governance.

1.2 Scope

This Volume applies to:

- all volumes of the Handbook;
 - future amendments;
 - governance interpretations;
 - policy revisions;
 - organizational governance procedures;
 - historical editions;
 - succession of governance authority; and
 - future governance documents adopted by the Company.
-

Chapter 2 – Nature of the Handbook

The Handbook serves as the Company's primary internal governance framework.

It establishes organizational policies, governance principles, operational standards, and institutional expectations intended to support the Company's educational mission.

The Handbook should be interpreted as a unified document, with each Volume complementing the others.

Nothing in this Handbook supersedes applicable law, contractual obligations, or governing organizational documents where legally controlling.

Chapter 3 – Guiding Principles of Interpretation

When interpreting this Handbook, consideration should be given to:

- the Company's mission;
- the purpose of the relevant provision;
- consistency with other Handbook provisions;
- ethical governance;
- legal compliance;
- institutional continuity;
- educational integrity; and
- the long-term interests of the Company.

Interpretations should seek harmony among provisions whenever reasonably possible.

Chapter 4 – Governance Review

The Company may periodically review the Handbook to determine whether revisions are appropriate.

Governance reviews may consider:

- legal developments;
- technological change;
- organizational growth;
- educational best practices;
- operational experience;
- stakeholder feedback;
- institutional priorities; and
- emerging risks.

Reviews support continuous improvement while preserving organizational stability.

Chapter 5 – Amendments

The Company reserves the right to amend, revise, supplement, repeal, or replace provisions of this Handbook as organizational needs evolve.

Amendments should be made thoughtfully and with consideration for:

- mission alignment;
- legal compliance;
- organizational consistency;
- institutional history;
- operational effectiveness; and
- long-term governance objectives.

Whenever practicable, amendments should be documented in writing.

Chapter 6 – Version Control

The Company may maintain version histories documenting changes to this Handbook.

Version records may include:

- revision dates;
- affected provisions;
- summaries of changes;
- superseded language where appropriate;
- approval records; and
- historical references.

Maintaining version history supports transparency, continuity, and institutional memory.

Chapter 7 – Preservation of Historical Editions

Previous editions of the Handbook may be preserved for archival and historical purposes.

Historical editions contribute to the understanding of the Company's institutional development and governance evolution.

Archived editions should be clearly identified to distinguish them from the currently effective version.

Chapter 8 – Resolving Policy Conflicts

If two provisions appear inconsistent, interpretation should seek to harmonize the provisions whenever reasonably possible.

Where reconciliation is not practicable, consideration may be given to:

- applicable law;
- governing organizational documents;
- the more specific provision;
- the more recent approved amendment; and
- the interpretation most consistent with the Company's mission and governance principles.

Nothing in this Chapter limits the Company's authority to clarify or amend conflicting provisions.

Chapter 9 – Delegation of Governance Responsibilities

The Company may delegate responsibility for implementing or administering particular policies to authorized individuals or organizational bodies.

Delegation of responsibility does not transfer ultimate organizational accountability unless expressly provided by law or governing documents.

Delegated authority should be exercised in good faith and consistent with this Handbook.

Chapter 10 – Institutional Continuity

The Company recognizes that effective governance extends beyond the tenure of any individual leader.

Policies should be designed to support continuity through:

- leadership transitions;
- organizational restructuring;
- technological evolution;
- strategic growth;
- changes in personnel; and
- future institutional development.

Governance should preserve organizational identity while allowing responsible adaptation.

Chapter 11 – Periodic Governance Education

The Company encourages individuals with governance responsibilities to remain informed regarding:

- organizational policies;
- legal developments;
- ethical leadership;
- governance best practices;
- organizational risk management; and
- institutional responsibilities.

Education strengthens consistent policy implementation and responsible decision-making.

Chapter 12 – Future Volumes and Supplemental Policies

As the Company evolves, additional Volumes, appendices, manuals, standards, procedures, or policy documents may be adopted.

Supplemental governance documents should remain consistent with:

- the Company's mission;
- this Handbook;
- governing organizational documents; and
- applicable law.

Where conflicts arise, the Company may clarify the relationship between governance documents through written policy.

Chapter 13 – Severability

If any provision of this Handbook is determined to be invalid, unenforceable, or inconsistent with applicable law, the remaining provisions shall continue in effect to the fullest extent permitted.

The Company may revise affected provisions to maintain consistency with applicable legal requirements while preserving the intent of the Handbook.

Chapter 14 – Effective Administration

The Company seeks to administer this Handbook fairly, consistently, and in good faith.

Reasonable discretion may be exercised in applying policies to particular circumstances, provided such application remains consistent with:

- organizational values;
- ethical governance;
- legal obligations;
- educational mission; and
- institutional integrity.

The existence of discretion does not diminish the importance of consistency or accountability.

Chapter 15 – Closing Statement

WholsPrakasaka LLC recognizes that enduring institutions are strengthened by governance systems capable of adapting without abandoning their foundational principles.

This Handbook reflects the Company's commitment to ethical leadership, educational excellence, organizational accountability, and responsible stewardship. It is intended to serve as a living framework—one that preserves institutional memory while supporting thoughtful innovation, responsible growth, and continuous improvement.

By establishing clear processes for review, amendment, interpretation, and continuity, this Volume ensures that the governance of WholsPrakaśaka LLC remains resilient, mission-centered, and responsive to future generations. The Handbook stands not merely as a collection of policies, but as a lasting expression of the Company's values, purpose, and commitment to advancing knowledge in service of the public good.

WHOLSPRAKASAKA LLC

POLICY & LEGAL HANDBOOK

APPENDICES

Introduction

The Appendices provide supplementary information supporting the interpretation, implementation, and long-term administration of the WholsPrakasaka LLC Policy & Legal Handbook.

Unless expressly stated otherwise, the Appendices do not create independent governance authority. Rather, they serve as reference materials that complement the policies contained throughout this Handbook.

The Company reserves the right to update, expand, or reorganize the Appendices without altering the underlying governance principles established in the Handbook.

Appendix A

Organizational Mission

Mission

To advance knowledge, education, creativity, and holistic well-being through ethical scholarship, innovative learning experiences, interdisciplinary collaboration, and responsible stewardship of intellectual and cultural resources.

Appendix B

Organizational Core Values

The Company is guided by the following values:

- Integrity

- Education
 - Curiosity
 - Compassion
 - Respect
 - Accountability
 - Inclusivity
 - Innovation
 - Stewardship
 - Lifelong Learning
 - Creativity
 - Transparency
 - Service
 - Collaboration
 - Sustainability
-

Appendix C

Organizational Governance Structure

The Company's governance framework consists of:

- Governing Organizational Documents
- Policy & Legal Handbook
- Operational Manuals
- Standard Operating Procedures
- Forms
- Templates
- Administrative Guidelines

Each level supports the levels beneath it while remaining consistent with applicable law and organizational governance.

Appendix D

Definitions

For purposes of this Handbook, the following terms generally have the meanings indicated:

Company — WholsPrakasaka LLC.

Handbook — The WholsPrakasaka LLC Policy & Legal Handbook.

Governance — The framework through which the Company establishes policies, responsibilities, oversight, and institutional direction.

Educational Resources — Publications, courses, presentations, research, multimedia, and other learning materials created or distributed by the Company.

Stakeholder — Individuals or organizations interacting with or affected by the Company's activities.

Institutional Records — Documents and materials maintained by the Company in support of its operations and history.

Additional definitions may be adopted as organizational needs evolve.

Appendix E

Ethical Decision-Making Framework

When making significant organizational decisions, consideration should be given to the following questions:

1. Is the action consistent with the Company's mission?
 2. Is it ethical?
 3. Is it lawful?
 4. Does it respect human dignity?
 5. Does it promote educational excellence?
 6. Does it protect organizational integrity?
 7. Does it strengthen public trust?
 8. Does it support long-term sustainability?
-

Appendix F

Governance Document Hierarchy

In general, the Company's governance documents are intended to function in the following order:

1. Applicable Law
2. Articles of Organization
3. Operating Agreement
4. Policy & Legal Handbook
5. Operational Manuals
6. Standard Operating Procedures
7. Administrative Guidelines
8. Forms and Templates

Nothing in this hierarchy supersedes applicable law.

Appendix G

Record Retention Philosophy

The Company recognizes that different records possess varying legal, operational, educational, and historical value.

Retention decisions should consider:

- legal requirements;
- educational importance;
- historical significance;
- operational necessity;
- research value; and
- archival preservation.

Specific retention schedules may be maintained separately.

Appendix H

Organizational Acronyms

Examples include:

AI — Artificial Intelligence

IP — Intellectual Property

SOP — Standard Operating Procedure

LLC — Limited Liability Company

Additional abbreviations may be adopted as needed.

Appendix I

Document Review Schedule

The Company encourages periodic review of governance documents.

Suggested review intervals may include:

- Annual review of operational manuals.
- Biennial review of governance policies.
- Periodic review following significant legal or organizational developments.
- Immediate review following major organizational restructuring.

Review schedules may be adjusted as organizational needs evolve.

Appendix J

Revision History

The Company may maintain a revision history documenting:

- version number;
- revision date;

- summary of changes;
- approving authority; and
- implementation date.

Historical versions may be archived in accordance with Volume X.

Appendix K

Future Governance Documents

As the Company grows, additional governance resources may include:

- Finance Manual
- Human Resources Manual
- Information Security Manual
- Publishing Manual
- Research Ethics Manual
- Technology Manual
- Marketing & Communications Manual
- Event Operations Manual
- Volunteer Manual
- Grant Administration Manual
- International Programs Manual
- Artificial Intelligence Governance Manual

The existence of this Appendix does not require adoption of any particular manual.

Appendix L

Closing Declaration

This Handbook represents the collective governance framework of WholsPrakasaka LLC.

Its purpose is not merely to establish policies, but to preserve the principles upon which the Company is built.

The Company recognizes that enduring institutions are sustained through ethical leadership, responsible governance, continuous learning, intellectual integrity, and faithful stewardship of their mission.

As the organization grows, this Handbook shall serve as a living foundation—providing continuity across generations while allowing thoughtful adaptation to new knowledge, changing circumstances, and future opportunities.

Through these principles, WholsPrakasaka LLC reaffirms its commitment to advancing education, scholarship, creativity, and public service with integrity, accountability, and respect for human dignity.

HANDBOOK CERTIFICATION

WHOISPRAKASAKA LLC
Policy & Legal Handbook

Original Adoption Date: 7/31/2026

Current Edition: First Edition

Effective Date: 7/13/2026

Approved By: H.H Prakasaka

Signature:

Date: 7/31/2026

Certification Statement

This Policy & Legal Handbook is hereby adopted as the official governance framework of WholsPrakasaka LLC.

It supersedes any previous governance policies to the extent specified herein and shall remain in effect until amended, revised, or replaced in accordance with Volume XII of this Handbook.

The Handbook reflects the Company's commitment to ethical governance, educational excellence, institutional accountability, and responsible stewardship in fulfillment of its mission and vision.