

Synthetic Users Signing Authority Policy

Version: 1.0

Effective Date: 15 February 2026

Owner: CEO

Approved by: CEO

1. Purpose

This policy defines who is authorized to sign contracts, agreements, and binding documents on behalf of Synthetic Users Inc., and the approval process required for such commitments.

2. Scope

This policy applies to all agreements, contracts, purchase orders, NDAs, and any other legally binding documents executed on behalf of Synthetic Users.

3. Authorized Signatory

All contracts and legally binding agreements must be signed by the **CEO (Kwame Ferreira)**. No other officer, employee, or contractor is authorized to execute agreements on behalf of Synthetic Users without explicit, documented delegation from the CEO.

4. Delegation of Authority

- The CEO may delegate signing authority for specific agreements on a case-by-case basis.
 - Any delegation must be explicit, limited in scope, and documented in writing.
 - Delegated authority does not transfer the right to further delegate.
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5. Verification Process

- Before signing, the CEO must verify that:
 - The agreement has been reviewed for legal and business implications.
 - Any financial commitments are within approved budgets.
 - No person may sign on behalf of a client (including JPMC) without explicit written authorization from that client.
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6. Record Keeping

- All executed agreements are stored in the company's document management systems (Notion for internal tracking, Git-backed legal site for published agreements).
 - A register of signed contracts is maintained with date, parties, signatory, and summary of terms.
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7. Review

This policy is reviewed annually or when changes to organizational leadership occur.