SINGLE-MAINTAINER-APPENDIX

Layer 1 Root Canonical File 5 of 5 — The Dash / NornGate at SBS

Purpose

Adaptations for concentrated human authority. At SBS, all IT-related decisions route through a single IT Director's sign-off, and nine legacy systems are maintained by that same single officer. Where the human authority behind G2 concentrates in one natural person, classical multi-approver mechanics are structurally weaker. This appendix defines the structural substitutes. It is a resilience instrument — it exists so the gates keep their human backstop on the approver's worst day, not as commentary on the approver.

Trigger

This appendix applies whenever approval authority, system knowledge, or both concentrate in a single natural person such that their unavailability would hold the fleet, strand the gates, or leave a legacy system without a maintainer.

Structural Substitutes

1. **Break-Glass Roster.** A written roster of: the IT Director, one designated second approver (named in writing, with defined scope), and the NornGate support engineer. Reviewed quarterly; rehearsed annually. Break-glass use is reserved for time-critical, reversible actions when the primary approver is unreachable.

2. **Attestation Substitute.** For pre-authorized, reversible envelope classes only: dual-agent attestation (Tyr policy-verified + Forseti procedure-verified) may substitute for the unavailable approver, with mandatory retroactive human review within one business day. **Irreversible actions never substitute** — deletions, external sends, and financial postings wait for a human, always.

3. **Delegation Map.** Written delegation of approval classes (financial postings, external sends, deletions, schedule changes) with thresholds, kept current by the IT Director and filed with this appendix.

4. **Approval Continuity.** An expired or unavailable approval holds the action — never executes it (Baldr's rule is the model: held is a state; sent-wrong is a wound). Queue depth caused by approver unavailability is reported, not absorbed.

5. **Capacity Notation.** Where the IT Director acts in multiple capacities (approver, operator, system maintainer), the record notes each capacity separately, so the audit trail never confuses the hats.

6. **Succession & Documentation Duty.** Quarterly knowledge-capture review for the nine legacy systems — credentials escrow, runbook currency, and vendor contacts documented so the estate is survivable. Every break-glass use is logged by Urd and reviewed monthly.

Gate Anchorage

- **Governs G2 (Approval):** the human-authority structure behind the approval gate — roster, substitutes, delegation, continuity.

Authoritative For

Any period of primary-approver unavailability; auditor review of the control environment; board review of governance resilience; break-glass authorization and review.

What's Not Here

Routine approval procedure (G2 itself, per Forseti's files); incident classification (Incident-Response-Matrix); agent specifications (SOUL / ETHICS files).

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