

LibScie Handbook

Welcome to our public handbook! ☐ Here you can find our internal documentation around policies, processes, and more. We are still constructing a lot of policies, so please be patient with this Wiki :)

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Policies

Company policies are how we operationalize our values and conduct ourselves as an organization. Everyone is expected to be aware of these policies.

Equipment policy

Rules

1. We use equipment for at least four years
2. Equipment emissions are part of the purchase decision.
3. We repair instead of replace.
4. We actively minimize our inventory.
5. We aim to provide real-time inventory tracking.

Wage policy

Once a year, we communally discuss potential changes to our wage sheet. Everybody on LibScie's payroll gets invited to this discussion.

Wage scales are separate for employees and formal directors. Formal directors have different contracts and are registered in the German Chamber of Commerce, which carries additional obligations and responsibilities. Directors receive 12 months' pay, whereas employees receive 12 months' pay plus two holiday payments (yearly = 14 monthly salaries).

Each person in the organization is scaled according to their tenure in years with LibScie. During your first year after your start date, you are in scale 1. If you have been with the organization for 5 years, you are in scale 5. Overall, you get a lifetime pay rise of 62% notwithstanding inflation correction or future changes.

2026							
Same as 2023. Copying here for clarity.							
	Employee			Director			
Year	Index	Monthly	Yearly	Index	Monthly	Yearly	Ratio D/E
1	100.00%	€ 3,296.39	€ 46,149.45	100.00%	€ 5,360.00	€ 64,320.00	1.39
2	100.00%	€ 3,296.39	€ 46,149.45	100.00%	€ 5,360.00	€ 64,320.00	1.39
3	106.25%	€ 3,502.41	€ 49,033.79	106.25%	€ 5,695.00	€ 68,340.00	1.39
4	106.25%	€ 3,721.31	€ 52,098.40	106.25%	€ 6,050.94	€ 72,611.25	1.39
5	106.25%	€ 3,953.90	€ 55,354.55	106.25%	€ 6,429.12	€ 77,149.45	1.39
6	106.25%	€ 4,201.02	€ 58,814.21	106.25%	€ 6,830.94	€ 81,971.29	1.39
7	106.25%	€ 4,463.58	€ 62,490.10	106.25%	€ 7,257.87	€ 87,094.50	1.39
8	106.25%	€ 4,742.55	€ 66,395.73	106.25%	€ 7,711.49	€ 92,537.91	1.39

	Employee			Director			
9	106.25%	€ 5,038.96	€ 70,545.46	106.25%	€ 8,193.46	€ 98,321.53	1.39
10	106.25%	€ 5,353.90	€ 74,954.56	106.25%	€ 8,705.55	€ 104,466.62	1.39
Lifetime	162.00%			162.00%			2.26

2025

Nobody on the payroll – wages freezed. See 2023 for the latest known wage policy.

2024

Nobody on the payroll – wages freezed. See 2023 for the latest known wage policy.

2023

An increase of ~4.5% across the board compared to the year before.

	Employee			Director			
Year	Index	Monthly	Yearly	Index	Monthly	Yearly	Ratio D/E
1	100.00%	€ 3,296.39	€ 46,149.45	100.00%	€ 5,360.00	€ 64,320.00	1.39
2	100.00%	€ 3,296.39	€ 46,149.45	100.00%	€ 5,360.00	€ 64,320.00	1.39
3	106.25%	€ 3,502.41	€ 49,033.79	106.25%	€ 5,695.00	€ 68,340.00	1.39
4	106.25%	€ 3,721.31	€ 52,098.40	106.25%	€ 6,050.94	€ 72,611.25	1.39
5	106.25%	€ 3,953.90	€ 55,354.55	106.25%	€ 6,429.12	€ 77,149.45	1.39
6	106.25%	€ 4,201.02	€ 58,814.21	106.25%	€ 6,830.94	€ 81,971.29	1.39
7	106.25%	€ 4,463.58	€ 62,490.10	106.25%	€ 7,257.87	€ 87,094.50	1.39
8	106.25%	€ 4,742.55	€ 66,395.73	106.25%	€ 7,711.49	€ 92,537.91	1.39

	Employee			Director			
9	106.25%	€ 5,038.96	€ 70,545.46	106.25%	€ 8,193.46	€ 98,321.53	1.39
10	106.25%	€ 5,353.90	€ 74,954.56	106.25%	€ 8,705.55	€ 104,466.62	1.39
Lifetime	162.00%			162.00%			2.26

2022

An increase of ~2.5% across the board.

	Employee			Director			
Year	Index	Monthly	Yearly	Index	Monthly	Yearly	Ratio D/E
1	100.00%	€ 3,152.21	€ 44,130.89	100.00%	€ 5,125.56	€ 61,506.67	1.39
2	100.00%	€ 3,152.21	€ 44,130.89	100.00%	€ 5,125.56	€ 61,506.67	1.39
3	106.25%	€ 3,349.22	€ 46,889.07	106.25%	€ 5,445.90	€ 65,350.83	1.39
4	106.25%	€ 3,558.55	€ 49,819.64	106.25%	€ 5,786.27	€ 69,435.26	1.39
5	106.25%	€ 3,780.95	€ 52,933.36	106.25%	€ 6,147.91	€ 73,774.96	1.39
6	106.25%	€ 4,017.26	€ 56,241.70	106.25%	€ 6,532.16	€ 78,385.90	1.39
7	106.25%	€ 4,268.34	€ 59,756.81	106.25%	€ 6,940.42	€ 83,285.02	1.39
8	106.25%	€ 4,535.11	€ 63,491.61	106.25%	€ 7,374.19	€ 88,490.33	1.39
9	106.25%	€ 4,818.56	€ 67,459.83	106.25%	€ 7,835.08	€ 94,020.98	1.39
10	106.25%	€ 5,119.72	€ 71,676.07	106.25%	€ 8,324.77	€ 99,897.29	1.39
Lifetime	162.00%			162.00%			2.26

2021

This was the first documented wage sheet in this style.

	Employee			Director			
Year	Index	Monthly	Yearly	Index	Monthly	Yearly	Ratio D/E
1	100%	€ 3.074,99	€ 43.049,86	100%	€ 5.000,00	€ 60.000,00	1,39
2	100%	€ 3.074,99	€ 43.049,86	100%	€ 5.000,00	€ 60.000,00	1,39
3	106%	€ 3.267,18	€ 45.740,48	106%	€ 5.312,50	€ 63.750,00	1,39
4	106%	€ 3.471,38	€ 48.599,26	106%	€ 5.644,53	€ 67.734,38	1,39
5	106%	€ 3.688,34	€ 51.636,71	106%	€ 5.997,31	€ 71.967,77	1,39
6	106%	€ 3.918,86	€ 54.864,00	106%	€ 6.372,15	€ 76.465,76	1,39
7	106%	€ 4.163,79	€ 58.293,00	106%	€ 6.770,41	€ 81.244,87	1,39
8	106%	€ 4.424,02	€ 61.936,32	106%	€ 7.193,56	€ 86.322,67	1,39
9	106%	€ 4.700,52	€ 65.807,34	106%	€ 7.643,15	€ 91.717,84	1,39
10	106%	€ 4.994,31	€ 69.920,30	106%	€ 8.120,85	€ 97.450,21	1,39
Lifetime	162%			162%			2,26

Event policy

We consider any gathering of people, **at our request**, an event.

Rules

1. We run our events virtually by default.
2. Local in-person events are permitted when a clear purpose is articulated and documented.
3. Everywhere [we can go in 8 hours with public transport is considered local](#).
4. In-person events only happen with the consent of attendees.
5. Hybrid events are organized as virtual first.
6. The event policy applies to both internal and external events, which happen at our request.

Events

The Fediverse in/for Public Institutions

Thu/Fri 19/20 March 2026, Amsterdam

<https://www.fedivariety.org/unconference>

Cables of Resistance

Berlin, Germany | April 10-12, 2026

<https://cableresist.de/#program>

Open Science Festival Limburg

On 11-12 June 2026, the Open Science Community Maastricht and Open Science Community Parkstad will jointly organize an Open Science Festival in Heerlen (11th) and Maastricht (12th) with the theme: Interdisciplinarity.

Recognition & Rewards Festival

12th of November, 2026 (09.30 – 17.00h) at the Leerhotel Het Klooster, Amersfoort

Open Science Festival DE

Save the date: 18. und 19. März 2027 | Otto-Friedrich-Universität Bamberg, F21 <https://www.uni-bamberg.de/osfestival2027/>, Mastodon: #OSfestival2027

Sales Lifecycle

We sell ResearchEquals services according to our flywheel:

- Capture - creating new client relationships
- Nurture - strengthening existing client relationships
- Amplify - amplifying the client's story

These three form a cycle of capture, nurture, and amplify of client relationships. Each step in the lifecycle is represented below.

Creating new client relationships

Opportunity Pipeline

1. Pitch Research
2. Discuss Details
3. Offer
4. Signing

Strengthening existing client relationships

Opportunity Pipeline

1. Kindle Contact
2. Explore Options
3. Renew Offer
4. Upgrade Services

Amplifying client's story

Opportunity Pipeline

1. Impact Signal
2. Details Received
3. Amplification Shared
4. Mutual Communication