

HOFF OPERATING PROCEDURE

Daily Operations & Compliance · The HOP

Title: The HOP – Daily Operations and Compliance Procedure for Curse of the Allflame (3.29)

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Effective Date: 21 Jul 2026

Version: 2.2

League Scope: Path of Exile 1 — Content Update 3.29.0: Curse of the Allflame

Includes: HOP 1.1 Guild Loot & Resource Rules (all Private League members)

Approved by: Guild Executive Committee

Next Review Date: 24 Aug 2026 (or mid-league economy review)

1. PURPOSE

The HOP outlines the daily responsibilities of all Guild members and moderators for Curse of the Allflame (3.29). Worker goals prioritize league-relevant farming (**Charts**, Voyages, Ducats, Allflame crafting inputs), core Mercenary and Abyss/Legion scarab operations, boss fragment execution, and inventory discipline under the new stack-size and scarab meta.

Operators are required to perform the following tasks:

1. Execute Boss Fragments / Pinnacle invitations at 20:00 EST (Maven, Uber, Abyss pinnacle, and Domain of Timeless Conflict as assigned).
2. Run Prepared Maps (scarab-juiced Abyss, Legion, Trarthan/Mercenary, and Chart routes) and deposit loot/logs to the Guild Tab by 19:00 EST.
3. Deposit all priority scarabs, Charts, Ducats, and Enshrouding Crystals into the Guild Stash at 09:00 EST.
4. Log time spent on each task in 15-minute increments, reporting to Hoff hourly from 09:00 EST to 03:00 EST.
5. Meet daily worker goals (Section 4.1) for the 3.29 private-league economy.
6. Provide a clear disciplinary pathway for non-compliance.
7. Follow HOP 1.1 guild loot and resource rules (Section 10) — applies to **all** Private League members.

2. SCOPE

This SOP applies to:

- All Guild members designated as Fragment Operators, Map Operators, Voyage Operators, or Scarabs Managers.
- Moderators responsible for daily monitoring and reporting.
- The Guild's finance and inventory teams who receive scarab, Chart, Ducat, and fragment reports.
- Private League roster members competing on Curse of the Allflame ladders.
- All Private League members under HOP 1.1 (Section 10). Agreement to the full HOP, including HOP 1.1, is required before invite.

3. DEFINITIONS

TERM	DEFINITION
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Boss Fragment	Invitation, set, or fragment used to open a pinnacle boss (Maven, Uber bosses, Abyss pinnacle, Domain of Timeless Conflict). Outcomes and surplus fragments are logged to the Guild Tab.
Prepared Map	A map juiced per Guild strat: Abyss (up to 5 Abyss scarabs), Legion, Trarthan/Mercenary, or Chart-farming layouts. Replaces legacy “Influenced Map” terminology for 3.29.
Chart / Voyage	Curse of the Allflame league items. Charts are found across Wraecclast; linked Charts form a Voyage—a multi-node seafloor run with amplified rewards. Ducats and Allflame craft inputs come primarily from this loop.
Ducat	League currency from the seafloor used for Allflame warp/twist crafting belowdecks on The Sovereign.
Trarthan Scarab	New scarab line for Mercenaries of Trarthus (core in 3.29): base, of Infamy, of Renown, of Surprising Alliances. Priority inventory for Map Operators.
Enshrouding Crystal	Legion currency (Karui, Imperial, Maraketh, Templar, Vaal) dropped by map Generals; used to enshroud Uniques for Domain of Timeless Conflict permutation crafts.
Atlas Anomaly	Endgame nodes (e.g. Reflecting Mist, Nameless Seer) that do not consume map items, fragments, or scarabs. Run when available; do not “save” them for juicing.
Guild Tab	In-game interface for posting daily logs, fragment lists, and Voyage status.
Guild Stash	Central storage for scarabs, Charts, Ducats, Enshrouding Crystals, boss fragments, and bulk currency (most stackables now stack to 10,000).
Hoff	The appointed time-keeping and daily compliance officer.
15-Minute Interval	A time block used for tracking task duration.
Private League	Guild exclusive / competitive tier on Curse of the Allflame (Standard, Hardcore, or SSF variants as designated by Exec).

4. RESPONSIBILITIES

ROLE	RESPONSIBILITIES
Fragment Operator	• Stage and execute assigned boss fragments / invitations at 20:00 EST. • Upload fragment inventory and kill confirmations to Guild Tab by 19:00 EST. • Prioritize Abyss pinnacle and Domain runs when Guild craft queue requires Uniques / Vestigial implicits.
Map Operator	• Complete Prepared Map quota before 19:00 EST (see worker goals). • Apply Guild scarab loadouts (Abyss / Legion / Trarthan) as assigned; do not free-juice without approval. • Clear Atlas Anomalies when they spawn (no scarab/fragment cost).
Voyage Operator	• Collect and bank Charts; assemble Voyages per Guild routing sheet. • Run seafloor nodes, secure Ducats and high-value chests, and feed approved items to Allflame belowdecks only on Guild craft tickets. • Log Ducat yield and Chart consumption daily.
Scarabs Manager	• Deposit all scarabs, Charts, Ducats, and Enshrouding Crystals into Guild Stash at 09:00 EST. • Sort priority lines: Abyss (base limit 5, Multitudes, of Crystals, of the Consort), Trarthan set, Legion-adjacent, then general juicing scarabs. • Flag Betrayal Safehouse scarab hauls (3.29: scarab chest averages doubled).
Timekeeper (Hoff)	• Review hourly logs from 09:00 to 03:00 EST. • Verify 15-minute interval entries and daily worker-goal attainment. • Publish weekly summary of fragment, scarab, Chart, and Ducat throughput.
Moderator	• Enforce SOP compliance. • Initiate disciplinary actions as required. • Mediate Private League roster disputes.

4.1 Daily Worker Goals (Curse of the Allflame 3.29)

Goals are minimums for full private-league participation. Moderators may raise quotas during peak economy windows (first two weeks of league and after major mid-league patches). Shortfalls must be noted in the hourly log.

ROLE	DAILY GOAL	SUCCESS CRITERIA
Map Operator	Complete assigned Prepared Map block (default: 24–40 maps depending on strat).	Maps run with correct scarab set; atlas progress / Anomaly clears logged; bulk loot sorted to Guild Stash affinities.
Voyage Operator	Bank Charts and complete at least one full Voyage (or equivalent Chart spend per routing sheet).	Ducats deposited; seafloor rewards catalogued; no unauthorized Allflame crafts on Guild items.
Fragment Operator	Execute the 20:00 EST boss/pinnacle queue; clear leftover invitations from the day.	Kill confirmations + fragment deltas on Guild Tab before 21:00 EST; failed runs noted with cause.
Scarabs Manager	Full morning deposit + evening reconciliation of scarabs, Charts, Ducats, Enshrouding Crystals.	Priority bins stocked for next day's Map / Voyage loadouts; zero personal retention of Guild-bound currency items after 09:00 EST deposit window.
All Operators	100% filled 15-minute time logs 09:00–03:00 EST; daily sheet uploaded by 03:30 EST.	No blank intervals without Hoff pre-approval; screenshot evidence for major deposits.

4.2 3.29 Scarab Priority Matrix (Guild Default)

Unless Exec posts a temporary override, Map Operators draw scarabs in this order. **Abyss** is a primary 3.29 profit line (exclusive Abyssal Jewels / Stygian Visers, reworked pits, new pinnacle). Mercenaries are core content with full Atlas + scarab support. Legion supports Enshrouding Crystal crafts in the Domain.

PRIORITY	SCARAB / ITEM LINE	WORKER NOTES
Po	Abyss scarabs (base up to 5; Multitudes; of Crystals; of the Consort)	Default juicing set. Extra Abyss mods add pits, not extra separate Abysses.
P1	Trarthan Scarabs (base, Infamy, Renown, Surprising Alliances)	Mercenary farming / Warrant trading. Unique gear on Renown maps is high value early.
P2	Legion-enabling scarabs + Enshrouding Crystal stockpile	Feed Domain permutation crafts; Generals drop more Timeless Splinters on average.
P3	General map juicing scarabs (quantity / pack size / other mechanics)	Only after Po–P2 bins meet next-day Map Operator draw.
Po League	Charts, Ducats, Allflame craft inputs	Currency-class assets; Voyage Operator owns consumption, Scarabs Manager owns banking.

5. PROCEDURE

5.1 Daily Time Table

TIME (EST)	ACTIVITY	RESPONSIBLE	NOTES
09:00	Deposit scarabs, Charts, Ducats, Enshrouding Crystals into Guild Stash	Scarabs Manager	Confirm receipt in Guild Stash log; sort by priority matrix.
09:15 – 18:30	Prepared Map blocks + Atlas Anomaly clears + Chart collection	Map Operator / Voyage Operator	Follow assigned scarab loadout; Anomalies need no map/scarab.
19:00	Upload fragment inventory, Voyage status, and map completion logs to Guild Tab	Map / Voyage / Fragment Operators	Must finish map/Voyage prep before fragment staging.

20:00	Execute boss fragments / pinnacle queue	Fragment Operator	Same session as 19:00 staging when possible.
09:00 – 03:00 (hourly)	Log task durations in 15-minute intervals	All Operators	Submit log to Hoff each hour.
03:30	Daily report sheet to Guild shared drive	All Operators	Includes worker-goal checklist status.

5.2 Task Execution Checklist

1. Scarabs & League Asset Deposit (09:00)

- Verify counts on personal inventory (scarabs by type, Charts, Ducats, Enshrouding Crystals).
- Transfer to Guild Stash into priority bins (Section 4.2).
- Record timestamp, quantities, and source (maps / Betrayal / Voyage / trade) in the Scarabs Log sheet.
- Note: Currency, fragments, and most stackables may stack up to 10,000 — still log by type for audit.

2. Prepared Maps (by 19:00)

- Pull scarab set from Guild Stash per assigned strat (Abyss / Trarthan / Legion / other).
- Complete required map count; clear any spawned Atlas Anomalies the same session when practical.
- Record map completion status, scarabs consumed, and notable drops (jewels, Uniques, crystals).

3. Charts & Voyages (ongoing / by 19:00)

- Deposit spare Charts; only assemble Voyages on approved routing.
- On The Sovereign: place Allflame lanterns, clear seafloor nodes, bank Ducats and high-value chests.
- Allflame crafting (belowdecks ghost outcomes) only with a Moderator craft ticket — never free-roll Guild bases.

4. Boss Fragment Upload (19:00)

- List invitations/fragments available (Maven, Ubers, Abyss pinnacle access, Domain sets, etc.).
- Upload list to Guild Tab under “Daily Fragments.”
- Capture screenshot of fragment inventory confirmation.

5. Boss Fragment Execution (20:00)

- Launch assigned boss/pinnacle content.
- Monitor completion; confirm success and drops in log.
- Return surplus fragments and exclusive drops to Guild Stash after the session.

6. Time Tracking (Hourly)

- Break each task into 15-minute blocks.
- Log block start/end time, task description, and any notes (including worker-goal progress).
- Submit log to Hoff by the end of each hour.

5.3 Logging Format (Excel or Google Sheet)

HOURLY	15-MIN BLOCK	TASK	NOTES
09:00	09:00–09:15	Scarab Deposit	25 Abyss + 8 Trarthan transferred
09:00	09:15–09:30	Scarab Deposit	12 Charts, 340 Ducats banked
14:00	14:00–14:15	Prepared Maps (Abyss)	4 maps; 2 Stygian Vises; Anomaly cleared
...	...	...	...

Each block must be populated; blank cells indicate omission.

6. REPORTING & ACCOUNTABILITY

- Daily Report – The completed log sheet must be uploaded to the Guild’s shared drive by 03:30 EST each day, including worker-goal pass/fail.
- Weekly Summary – Hoff compiles a weekly summary of all logs, highlighting discrepancies, delays, and throughput of scarabs, Charts, Ducats, Enshrouding Crystals, and boss fragments.
- Audit – Every month, a random audit of the Guild Stash will verify scarab and league-currency counts versus logged amounts. 3.29 stack-size increases do not reduce audit rigor.
- Economy Review – Next formal HOP review is scheduled for 24 Aug 2026 or after a mid-league GGG balance patch affecting scarabs, Mercenaries, Abyss, or Allflame rewards.

7. DISCIPLINARY PLAN

LEVEL	TRIGGER	ACTION	DOCUMENTATION
1. Verbal Warning	Minor delay (≤ 5 min), a single 15-min interval omission, or minor worker-goal shortfall with notice.	Informally warn the member during the next guild meeting.	Note added to member’s record.
2. Written Warning	Two minor delays, a single major omission (≥ 15 min), unauthorized Allflame craft on Guild items, or repeated goal misses.	Issue a written warning, email to the member.	Attach warning to member’s file.
3. Probation	Three minor delays or one major delay / inventory diversion.	Place member on 30-day probation; require daily check-in with moderator.	Document probation start and end dates.
4. Suspension	Multiple probation failures or repeated major delays.	Suspend member from active participation for 7 days.	Suspend record in system.
5. Removal from Private League	Persistent non-compliance after suspension or disciplinary escalation.	Terminate member’s status in the Private League; notify member in writing.	Remove member from league roster; archive records.

All disciplinary actions must be communicated clearly and recorded in the Guild’s member database.

8. RECORDS MANAGEMENT

- Scarabs & League Assets Log – Maintained for 12 months, archived annually (scarabs, Charts, Ducats, Enshrouding Crystals).
- Time Logs – Retained for 6 months, summarized monthly.
- Fragment / Pinnacle Logs – Retained for 6 months (kill confirms and invitation deltas).
- Disciplinary Records – Stored in secure guild database with access limited to moderators.

9. REVISION HISTORY

VERSION	DATE	DESCRIPTION	AUTHOR
1.0	15 Nov 2025	Initial release	Guild Exec
1.1	01 Jan 2026	Updated time-tracking format	Hoff
2.0	17 Jul 2026	Full rewrite for Curse of the Allflame 3.29: worker goals, Voyage Operator role, Abyss/Trarthan/Legion scarab matrix, Atlas Anomalies, Allflame/Ducat banking, PoE theme styling	Guild Exec / Hoff

2.1	21 Jul 2026	Added HOP 1.1 guild loot and resource rules (initially scoped to a named invitee)	Guild Exec
2.2	21 Jul 2026	HOP 1.1 expanded to apply to all Private League members (removed member-specific rider)	Guild Exec

10. HOP 1.1 — GUILD LOOT & RESOURCE RULES

HOP 1.1 is binding on all Private League members. These rules apply in addition to all other HOP sections. **Every player must agree to the following before invite.** Non-agreement = no invite. Non-compliance after invite = immediate kick from the Private League (and may escalate under Section 7).

RULE	REQUIREMENT
1. Big Drops	Valuable boss drops, uniques, and loot from guild-funded fragments/maps are guild loot. The Guild decides who receives them — not the finder by default.
2. One Build Only	Gear is for your current build only. No stashing for rerolls, next builds, or experimental projects (e.g. Burning Arrow Champion, Locus Mines, or similar side builds).
3. Guild First	Gear goes where it helps the guild most. If multiple members need an item, playtime and contribution are weighed — or spin the wheel if Exec directs.
4. Craft Smart	Get a second opinion (Moderator / Hoff / Exec) before burning crafting mats chasing mirror-tier outcomes.
5. Return Borrowed Gear	Borrowed gear must be returned to the Guild Stash. Do not log off while holding guild-owned equipment.
6. Use Mats Wisely	Do not burn guild resources on inefficient farming or crafting. Example: white Essence maps where Chaos is hard to sustain.
7. Break the Rules = Kick	Zero tolerance. Breaking HOP 1.1 results in removal from the Private League. No progressive warning ladder is required for HOP 1.1 violations.

10.1 Acknowledgement (Invite Gate)

Before a Private League invite is issued, the player must confirm agreement to the full HOP, including HOP 1.1, in writing (Discord / guild channel / signed note to Hoff). Hoff logs the acknowledgement date and member name. Invite without logged acknowledgement is invalid.

10.2 Enforcement

- Moderators and Hoff monitor Guild Stash, craft logs, and fragment-funded drop reports for HOP 1.1 compliance for all members.
- Suspected violations are escalated to Guild Exec the same day.
- **Confirmed HOP 1.1 breach = kick** from the Private League roster; gear and remaining guild assets are reclaimed.
- Section 7 progressive discipline does not delay a HOP 1.1 kick; Exec may still apply additional sanctions.

APPENDIX

- Appendix A: Sample “Scarabs & League Assets Log” sheet (include Chart/Ducat columns).
- Appendix B: Sample “Time Tracking” sheet with worker-goal checkbox column.
- Appendix C: Contact list for moderators and Hoff.
- Appendix D: Current Guild scarab loadouts for Abyss, Trarthan, and Legion (published weekly on Guild Tab).

- Appendix E: Curse of the Allflame reference — Charts □ Voyages, Allflame belowdecks craft rules, Ducat handling policy.
- Appendix F: HOP 1.1 acknowledgement log (member name, date, channel, witness).

END OF SOP

Path of Exile 1 · 3.29 Curse of the Allflame · Private League Operations
“Find Charts. Set sail. Feed the Allflame.”