

سند · Sanad

Master Document: full Project Dashboard and all published docs

Dashboard version: **v21-20261104-0516** (deployed 4 Nov 2026 · 05:16, Riyadh)

Compiled: 4 Nov 2026 (Asia/Riyadh)

Contents: the complete dashboard content (every panel and table) followed by all 16 published docs, reproduced in full as the dashboard publishes them (already redacted). No secrets, client files or private credentials are included.

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PART 1 · Main dashboard · الصفحة الرئيسية

لوحة مشروع سند · Project Dashboard

Last locked: **4 Nov 2026 · 05:16** (Riyadh) · every item carries a date, version and source

v21-20261104-0516 | 143 decisions | 34 documents | 15 bots | 4 faces | 15 tools

Decisions & preferences

newest first · 143 entries · search by word, source or version

DATE (RIYADH)	VERSION	DECISION	STATUS	SOURCE	LINK
3 Nov 2026 · 12:56	added v18-20261103-1410	**Only Emily and the سند bots stay active** Bandar paused all bots except Emily and the سند bots (Copy Humanizer kept for the سند message chain) until he says to resume.	Decision	Bandar via Emily (shared journal) Bandar	local file
3 Nov 2026 · 11:47	added v18-20261103-1410	**Admin list shows the account's own name, with a mismatch flag** Emily decided: an account's submissions resume after a second CV from a different person (no consent) was found on it; that CV is excluded and the client is asked about it through the normal chain. The admin list is being fixed to show the account's own name plus a name-mismatch flag.	In progress	Emily (Lead journal) Emily	local file
3 Nov 2026 · 11:33	added v18-20261103-1410	**Onboarding: match account name to CV name** Standing rule: always compare the name used to create the account with the name on the CV, work out who the real person is, and keep the profile, Notion row, Drive subfolder, alias and CV under that real name. Never post onboarding updates under a wrong name.	Standing rule	Bandar via Emily (Lead memory) Emily	local file
3 Nov 2026 · 11:27	added v18-20261103-1410	**Mashael's application target: 60 a month** Mashael's application target is 60 a month, about 2 a day.	Decision	Bandar (Lead memory) Bandar	local file
3 Nov 2026 · 11:22	added v18-20261103-1410	**No confirmation message for shared documents** Standing rule: any document a client shares is stored with no confirmation message needed. The planned document-consent confirmation for one client is cancelled entirely.	Standing rule	Bandar via Emily (Lead memory) Bandar	local file

3 Nov 2026 · 11:09	added v18-20261103-1410	**Declarations: answer and submit, don't skip employers** Supersedes the skip-on-missing-declaration guardrail: read the client profile first and never ask for what it holds (salary, notice); relatives at employer default No unless the profile says otherwise; criminal record always No; study/work months from the CV; don't skip employers over declarations; Tamheer case by case. Intake form = CV upload + LinkedIn link (required or 'none') + optional certificates/ID.	Decision	Bandar via Emily (Lead memory) Bandar	local file
3 Nov 2026 · 11:05	added v18-20261103-1410	**Application guardrails** Every form answer must trace to the CV, profile or LinkedIn, with the source logged. At most one application per employer group per week and 5 a day per client, never different CVs to the same employer, and stop on any CAPTCHA. Salary goes at the top of the ad's range, or with no ad figure the top of the market capped at 1.5x current salary. (The skip-on-missing-declaration part was superseded at 11:09.)	Standing rule	Emily (Lead memory) Emily	local file
3 Nov 2026 · 11:04	added v18-20261103-1410	**Bots work out years of experience; LinkedIn link is a key intake field** Standing rule: سند bots work out years of experience (total and per skill) from CV dates, bullets and profile. Only when there is truly no evidence do they ask the client one short question via سند · WhatsApp (normal approval chain). LinkedIn or a similar profile link becomes a key intake-form field.	Standing rule	Bandar via Emily (Lead memory) Emily	local file
3 Nov 2026 · 11:03	added v18-20261103-1410	**Emily approves every tailored CV** Standing rule: Emily reviews and approves every tailored سند CV for every client and job before it is used; Bandar no longer sees CV approvals. Send Emily the PDF path, job link or keywords and a short note of changes vs the base CV. Client approval steps required by their plan still apply.	Standing rule	Bandar via Emily (Lead memory) Emily	local file
3 Nov 2026 · 10:59	added v17-20261103-1102	**Years of experience from CV dates; intake form on hold** Standing rule: calculate years of experience from the CV's dates and never enter an unsupported figure. Don't default criminal-record attestations until the intake form is live; if a form forces one, skip and log that application. The intake form draft is on hold until Bandar reviews it.	Standing rule	Emily (Lead memory) Emily	open ↗
3 Nov 2026 · 10:49	added v17-20261103-1102	**Aim for the best salary and position** Standing guidance: assume every client wants the best salary and position. Expected salary goes at the top of the realistic market range unless the profile sets one, aiming for the most senior title the profile honestly supports and the strongest truthful option on every form.	Standing guidance	Bandar via Emily (Lead memory) Emily	local file
3 Nov 2026 · 10:48	added v17-20261103-1102	**Fully automated, high-quality applications** Standing rule: bots decide from the profile with high-confidence defaults (30-day notice) and add no exclusions of their own. Ambiguous questions go only to Emily. Declarations default to No when the profile is silent, never an answer known to be false; a known true Yes goes to Emily. Quality and a real role match come first.	Standing rule	Bandar via Emily (Lead memory) Emily	local file

3 Nov 2026 · 10:47	added v17-20261103-1102	**No questionnaires to clients; apply to as many jobs as possible** Standing rule: no application questionnaire questions go to clients or Bandar. سند bots apply to as many jobs as possible from the existing profile, using logic and reasonable defaults, with no exclusions unless the profile or Bandar says so. Truly undecidable questions and recurring missing details go to Emily (possible intake form). Never give a knowingly false answer on formal declarations.	Standing rule	Bandar via Emily (Lead memory) Emily	local file
3 Nov 2026 · 08:51	added v17-20261103-1102	**Never mention VAT in سند pricing** Standing rule: never mention VAT in any سند price reply, wording, page or message.	Standing rule	Bandar (Lead memory) Bandar	local file
3 Nov 2026 · 08:12	added v17-20261103-1102	**Lead decides job-form answers for clients** Standing rule: سند · Lead makes job-application form decisions for clients on Bandar's behalf, using what's logical and best for the client's chances (e.g. travel %, office location, notice period), and reports the choices afterwards. Skills and experience are never invented and must come from the CV or the client.	Standing rule	Bandar (Lead memory) Bandar	local file
3 Nov 2026 · 07:57	added v16-20261103-0805	**No still images as shots in سند videos** Standing rule: never use still images as shots in a سند video. Every presenter shot must be real moving footage (Creatify-style movement), filmed as one continuous setting, e.g. the presenter at a table with a laptop and a CV within reach.	Standing rule	Bandar (Lead memory) Bandar	local file
3 Nov 2026 · 07:33	added v16-20261103-0805	**Tabby work restarted, live-keys follow-up sent** Bandar restarted Tabby work and approved a follow-up asking Tabby for live keys today. It went out as a reply-all in the existing Tabby thread from the info inbox. Waiting on Tabby's reply.	Waiting on Tabby	Bandar (Lead memory) Bandar	local file
3 Nov 2026 · 07:26	added v16-20261103-0805	**Default answers on client job forms** Standing rule: on all سند client job forms answer no relatives working at the employer, yes to business travel, the client's salary figure is monthly, Saudi clients hold no other nationality or permanent residency, and all shift types (nights, weekends, holidays, 12h, overtime) are fine.	Standing rule	Bandar (Lead memory) Bandar	local file
3 Nov 2026	added v18-20261103-1410	**سند WhatsApp check paused** Bandar paused the سند WhatsApp check entirely and is replying to WhatsApp clients manually until he recharges his usage limit. It stays off until he says to turn it back on.	Paused	Bandar (Lead memory) Bandar	local file
2 Nov 2026 · 19:29	added v15-20261102-2104	**Everything a client sends is saved everywhere it belongs** Any information a client or their contact sends is saved to their portal profile, client folder profile, Notion Client Base and their subfolder in the Sanad · Client CVs Drive folder. ID numbers never go into chats.	approved	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026 · 19:26	added v15-20261102-2104	**Never ask clients how to write their name in Arabic** Copy Humanizer translates client names into Arabic instead of asking the client or their contact.	approved	Bandar (Lead chat, from memory) Bandar	local file

2 Nov 2026 · 19:13	added v15-20261102-2104	**Amro's WhatsApp contact is Nada** The WhatsApp number on Amro's file belongs to Nada, who is helping Amro find a job. All سند WhatsApp messages on that number are addressed to Nada about Amro.	noted	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026 · 19:11	added v15-20261102-2104	**Jobs that require Gmail use the client's own Gmail** When a job form requires a Google/Gmail account (e.g. Amro's 3i application), سند uses the client's own Gmail, never Bandar's. سند · WhatsApp contacts the client for OTPs or verification codes and explains that سند made them a dedicated email but some jobs need Gmail. Each such message still needs approval unless the Q&A covers it.	approved	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026 · 19:07	added v15-20261102-2104	**سند may create employer job-site accounts with the client alias** When a job needs an account (e.g. Workday), سند may create it with the client's alias. Verification emails are read in the wa3e.ai info inbox and passwords stored securely, never in chat. Captcha, OTP and Nafath walls still stop and get reported.	approved	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026 · 18:58	added v15-20261102-2104	**Matching respects the client's selected cities** Matching and applying always factor in the city or cities each client selected in their profile; jobs outside those cities are held.	approved	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026 · 18:55	added v15-20261102-2104	**Client applications use only the client's سند alias** Every client application, sign-up or form uses the client's dedicated firstname.lastname alias, never Bandar's personal email or Google account.	approved	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026 · 18:40	added v15-20261102-2104	**Apply mode and preferences follow the client's own profile** For apply mode (autopilot or approval) and other client preferences, سند follows what the client chose in their profile instead of asking Bandar. Amro chose autopilot.	approved	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026 · 18:18	added v15-20261102-2104	**WhatsApp bot may send the standard greeting reply without approval** When someone on سند's WhatsApp only greets or says they have a question, سند · WhatsApp may reply without Bandar's approval with «وعليكم السلام، أهلاً فيك 🌿 تفضّل، وش سؤالك عن سند؟». Bandar gets a short FYI each time it does.	approved	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026 · 15:37	added v14-20261102-1701	**Lead adds each new client's alias without asking first** For every new سند client, the Lead adds their firstname.lastname alias to the wa3e.ai info Microsoft 365 mailbox on Bandar's behalf with no need to ask; Onboarding then tests delivery and puts the alias on the client's CVs.	standing rule	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026 · 15:34	added v14-20261102-1701	**Default client email is a firstname.lastname alias on the wa3e.ai info inbox** Every سند client (Amro and all new clients) gets a firstname.lastname alias on the existing wa3e.ai info inbox: free, no DNS change. The sanadjobs.com setup comes later if the domain is bought.	standing rule	Bandar (Lead chat, from memory) Bandar	local file

2 Nov 2026 · 15:34	added v14-20261102-1701	**Amro is on the 1-month plan for now** Bandar confirmed client Amro is on the 1-month plan for now, since he paid 299 SAR via Tamara.	confirmed	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026 · 15:08	added v14-20261102-1701	**WhatsApp bot may answer from the approved FAQ without approval** سند · WhatsApp may reply to clients without Bandar's approval only when the answer comes from the approved سند FAQ/Q&A document; anything outside it still needs his approval.	standing rule	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026 · 05:22	added v11-20261102-0809	**X removed from سند social channels** Bandar removed X from سند's social channels and confirmed deactivating سند's X account.	approved	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026	added v11-20261102-0809	**Delete all three videos on TikTok @sanadwa3e** Bandar asked for all three videos on سند's TikTok @sanadwa3e to be deleted, reversing his earlier request to re-upload them.	approved	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026	added v11-20261102-0809	**WhatsApp click-to-chat button (design A) approved for sanad.wa3e.ai** Bandar confirmed سند's WhatsApp Business number by screenshot and approved a WhatsApp click-to-chat button (design A) going live on sanad.wa3e.ai.	approved	Bandar (Lead chat, from memory) Bandar	open ↗
2 Nov 2026	added v11-20261102-0809	**HeyGen Avatar IV reels A+B (Abdulaziz) rendered** Spend logged: HeyGen Avatar IV reels A and B with brand face Abdulaziz, 2.66 USD from the API wallet.	done	Spendlog 202611 (from memory) Lead	local file
2 Nov 2026	added v13-20261102-1404	**Pay page charges the plan the client picked (approved for live)** Bandar approved putting the pay-page fix live on sanad.wa3e.ai, so the pay page charges the plan the client picked. edited ×1	approved	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026	added v14-20261102-1701	**Multi-source job search stays parked** Bandar decided not to put the سند multi-source search live. sanad.wa3e.ai stays on its current version and the multi-source preview is parked unused in case he wants it later.	parked	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026	added v14-20261102-1701	**WhatsApp inbox checked every 15 minutes** The سند WhatsApp bot now checks WhatsApp every 15 minutes from 8:00 AM to 11:45 PM Riyadh time, replacing the 30-minute schedule.	live	Bandar (Lead chat, from memory) Bandar	local file
2 Nov 2026	added v14-20261102-1701	**Every client CV saved in the private Drive folder Sanad · Client CVs** Every سند client CV is also saved in Bandar's private Google Drive folder 'Sanad · Client CVs', one subfolder per client. Onboarding uploads, Quality Check audits, and storage risks get flagged. The Lead's duplicate folder is retired.	standing rule	Bandar (Lead chat, from memory) Bandar	local file

1 Nov 2026 · 14:57	added v9-20261101-1710	**Tabby QA results sent; waiting on Tabby for live keys** On Bandar's go, the Tabby QA results email went to Tabby's partner contact (cc their integrations team) with 4 screenshots, asking for QA review, live keys, the KSA API host and the configured plan. The black-wordmark question was dropped at Bandar's request. Waiting on Tabby's reply.	Waiting	Bandar → Tabby (Lead memory, 1 Nov 2:57 PM) Bandar	local file
1 Nov 2026 · 14:21	added v9-20261101-1710	**Tabby sandbox results approved by Bandar** Bandar approved the Tabby sandbox results on the preview deploy: sandbox webhook registered and all tests passed except the owner refund endpoint, which needs an admin login. A results email to Tabby was drafted to go through Copy Humanizer, then Emily, then Bandar.	Done	Bandar (Lead memory, 1 Nov 2:21 PM) Bandar	open ↗
1 Nov 2026 · 12:32	added v8-20261101-1405	**Tabby: website only, Bandar is main contact; sandbox checkout on preview** Bandar replied to Tabby (cc their integrations team) that Tabby will be on the website only and he is the main contact. Tabby sandbox keys are stored as Pages secrets on the sanad project and a sandbox session test passed. The Tabby checkout is being built on a preview deploy only; live keys come after Tabby approves the full testing checklist.	In progress	Bandar → Tabby (Lead memory, 1 Nov 12:32) Bandar	local file
1 Nov 2026	P25 update added v7-20261101-1107	**«Repurpose» now means a native TikTok rebuild only** Repurpose rebuilds the exact approved video from its sources natively for TikTok's 9:16 screen and safe zones. TikTok only: X is removed, and finished videos are no longer resized for other platforms. Replaces the TikTok/Instagram/X repurpose rule.	Locked	Bandar → Lead (memory, 1 Nov) Bandar	local file
1 Nov 2026	added v7-20261101-1107	**Every TikTok repurpose starts from the approved Reel 14 TikTok layout** Same margins, the smaller face window, and the slogan finishing before the end card.	Locked	Bandar → Lead (memory, 1 Nov) Bandar	local file
1 Nov 2026	added v7-20261101-1107	**Videos must look clean in the feed preview and when opened** Very important standing rule for every template and request: on Instagram and TikTok, no box borders, cards or edges may be cropped or overlapped by the app UI, either in the feed/grid preview or once tapped open.	Locked	Bandar → Lead (memory, 1 Nov) Bandar	local file
1 Nov 2026	added v7-20261101-1107	**TikTok @sanadwa3e restarted from scratch** All videos were deleted from the TikTok account to start over, beginning with the hero video. Instagram and X posts stay as they are.	Done	Bandar → Lead (memory, 1 Nov) Bandar	local file
1 Nov 2026	added v7-20261101-1107	**Slogan spelling confirmed: «خل ورا ضهرك سند»** Spelled with «ضهرك», not «ظهرك».	Locked	Bandar → Lead (memory, 1 Nov) Bandar	local file
1 Nov 2026	added v7-20261101-1107	**Social captions stay short and generic** One line, two sentences at most.	Locked	Bandar → Lead (memory, 1 Nov) Bandar	local file

1 Nov 2026	added v7-20261101-1107	**Abdulaziz's voice locked: ElevenLabs «Fahad – Saudi, Warm & Confident»** This is the voice for brand face Abdulaziz in all سند videos.	Locked	Bandar → Lead (memory, 1 Nov) Bandar	local file
1 Nov 2026	added v7-20261101-1107	**Placement changes are approved from a still frame first** For changes like moving the logo, Bandar approves a still frame before the full video is re-rendered.	Locked	Bandar → Lead (memory, 1 Nov) Bandar	local file
1 Nov 2026	added v7-20261101-1107	**HeyGen API wallet topped up (19.51 SAR)** Logged in the November spend log.	Spent	Lead spend log (memory, 1 Nov) Lead	local file
31 Oct 2026 · 18:03	`v1 (in production)` added v5-20261031-2109	**Reel 15 (job market) script approved; Hessa voice recorded** Script approved by Bandar at 6:03 PM. Voice recorded with NoraS_F (673 ElevenLabs characters, SP-049, quota only). HeyGen lip-sync, render and QA wait for the HeyGen wallet to reach about $2.60. Built on the Reel 14 v6 template; no platform cuts until «repurpose».	In progress	Lead (SPEND-LEDGER SP-049, work-v1/RESUME.md) Lead	local file
31 Oct 2026	`Script v2` added v5-20261031-2109	**Reel 15 (job market) line 1 uses the wider count of Saudis in work** Bandar asked to change point one to the wider number of employed Saudis regardless of GOSI. Script v2 opens with about 4.25 million Saudis on the job (GASTAT register-based labour statistics, Q2 2026: civil service plus GOSI), then bridges to 163,872 new GOSI subscribers in the quarter. Chip «· بيانات أولية سجلات العمل» stays on screen.	Approved	Bandar → Lead (reels-library/reel-15-job-market/SCRIPT-v2.md) Bandar	local file
31 Oct 2026 · 15:54	6a added v4-20261031-1707	**Hero 6a platform-cut work paused** «Still not good. Pause until I tell you what I want to do to fix.» TikTok v4, Instagram v3 and X v3 posts stay live; no more cuts until Bandar says.	Paused	Bandar → Lead Bandar	local file
31 Oct 2026	P25 added v4-20261031-1707	**Repurpose skill always makes TikTok, Instagram and X versions** Instagram added to the repurpose skill. Platform versions are made only when Bandar says «repurpose» (P25).	Locked	Bandar → Lead Bandar	local file
31 Oct 2026	– added v4-20261031-1707	**Platform cuts fill the whole 9:16 screen** No border or padding. For Instagram, logo, text and cards stay at least 10% in from left and right and clear of the top and bottom app UI, with the background reaching the edges.	Locked	Bandar → Lead Bandar	local file
31 Oct 2026	– added v4-20261031-1707	**Job-market stats in videos come from official sources only** Use official sources such as GASTAT or the Ministry of Human Resources.	Locked	Bandar → Lead Bandar	local file

31 Oct 2026	– added v4-20261031-1707	**Instagram and TikTok links in the website footer** Link @sanadjobs (Instagram) and @sanadwa3e (TikTok) in the site's bottom bar, styled to match. Preview first; the live site changes only after Bandar approves.	**Preview pending**	Bandar → Lead Bandar	local file
31 Oct 2026	– added v4-20261031-1707	**Slogan always finishes in full before the piano outro** The spoken «خل ورا ضهرك سند», including the word «سند», ends before the piano outro or sonic logo starts; never cut off early.	**Locked**	Bandar → Lead Bandar	local file
31 Oct 2026	– added v4-20261031-1707	**Explainer variations: stronger intro, deeper walk-through** For variations of an explainer Bandar likes, use a stronger, more invested intro and a deeper walk-through of how سند works.	**Locked**	Bandar → Lead Bandar	local file
31 Oct 2026 · 14:20	– added v4-20261031-1707	**Spoken slogan changed to «خل ورا ضهرك سند»** Replaces «خل في ضهرك سند. سند» explainer videos close with this slogan.	**Locked**	Bandar → Lead Bandar	local file
31 Oct 2026 · 13:19	P36 added v3-20261031-1409	**Reel 14 v6 approved and locked as the master talking-head template** sanad-reel14-hessa-v6-APPROVED.mp4 is the template for all future سند talking-head reels, saved as the skill sanad-talking-head-reel-template.	**Locked**	Bandar → Lead; UGC-REEL-GUIDELINES.md P36 Bandar	local file
31 Oct 2026 · 13:06	– added v3-20261031-1409	**TikTok website exception limited to caption and pinned comment** sanad.wa3e.ai may appear only in the TikTok caption and pinned comment, never on screen. No URL pill in any video, including Reel 1 and TikTok cuts.	**Locked**	Bandar via Emily Emily	local file
31 Oct 2026 · 13:04	– added v3-20261031-1409	**Per-platform CTA: TikTok website text + pinned comment; Instagram ManyChat keyword DM** TikTok versions never use comment-a-keyword CTAs. Instagram uses comment-keyword-to-DM via ManyChat (free plan, @sanadjobs only); DM text needs Copy Humanizer, Emily and Bandar approval before going live.	**Locked**	Bandar via Emily Emily	local file
31 Oct 2026 · 12:36	P35 added v3-20261031-1409	**Reel 14 v5 locked; brand-face framing default set** Hessa wears a black Jawaher-style abaya with her white hijab. Face box framing: head and shoulders centred with top and side margins, body running straight to the bottom edge with no fade or bottom margin. Default for every brand face. File sanad-reel14-hessa-v5-APPROVED.mp4.	**Locked**	Bandar → Lead; UGC-REEL-GUIDELINES.md P35 Bandar	local file
31 Oct 2026	– added v3-20261031-1409	**On-screen chips sit fully inside their box** Chips (e.g. city selections) never overlap the surrounding box edge, with consistent spacing across all boxes.	**Locked**	Bandar → Lead Bandar	local file
31 Oct 2026	– added v3-20261031-1409	**LinkedIn: no «الرابط في البايو» reference** سند content on LinkedIn does not refer to the link in the bio; an exception to the point-to-the-bio rule.	**Locked**	Bandar → Lead Bandar	local file

31 Oct 2026 · 11:59	v9/v10 added v3-20261031-1409	**Reel 1 v9 (cream wall) discarded; v10 (office background) sent for review** v9 must not be used, sent anywhere or posted, and is marked retired in the guidelines.	**Retired / In review**	Bandar → Lead Bandar	local file
31 Oct 2026 · 11:59	– added v3-20261031-1409	**Hessa still in Jawaher's abaya (black) approved for generation** Up to about 8 Higgsfield credits approved for the still; Bandar tops up HeyGen $3 himself. The HeyGen lip-sync re-run (about $2) waited for his approval of the still.	**Approved**	Bandar → Lead Bandar	local file
31 Oct 2026	v8 added v3-20261031-1409	**Old Reel 1 (v8 and earlier approved cut) retired** Doesn't meet the updated video design guidelines; not to be used, sent to Emily or posted.	**Retired**	Bandar → Lead Bandar	local file
31 Oct 2026 · 11:23	P30 added v3-20261031-1409	**Piano J approved as سند's signature sonic logo** Piano J (sonic-v3-piano-20261031, J-motif-pad) plays in every سند video.	**Locked**	Bandar → Lead; UGC-REEL-GUIDELINES.md P30 Bandar	local file
31 Oct 2026 · 11:23	P30 added v3-20261031-1409	**Website never written as text in videos or posts** Videos and posts point to the link in the bio instead. This also covers social captions, pinned comments and profile bios.	**Locked**	Bandar → Lead Bandar	local file
31 Oct 2026 · 11:00	P26 added v2-20261031-1103	**One shared voice for Hessa and Jawaher (NoraS_F)** Hessa and Jawaher both use ElevenLabs NoraS_F, eleven_v4_turbo (stability 0.5, similarity 0.8, style 0.2, speed 1.0). Closes the open Hessa/Jawaher final-voice item.	**Locked**	Bandar → Lead; UGC-REEL-GUIDELINES.md P26 Bandar	local file
31 Oct 2026 · 11:00	v2 added v2-20261031-1103	**Reel 14 v2 (Hessa, Jawaher's voice) approved** 53.27 s, 9:16, file reels-library/reel-14-hessa-remake/sanad-reel14-hessa-v2-APPROVED.mp4. No platform cuts until Bandar says «repurpose» (P25).	**Locked**	Bandar → Lead (pt597u and after); UGC-REEL-GUIDELINES.md approval log Bandar	local file
31 Oct 2026	v1 added v2-20261031-1103	**Dashboard feed sources and append-only rule** The dashboard feeds only from سند topics in Bandar's chat with Lead, the سند bots' chats and his سند conversations with Emily. Each refresh adds new decisions without erasing old ones; every entry shows date, version and source chat.	**Locked**	Bandar → Lead Bandar	local file
31 Oct 2026 · 10:28	v1 added v1	**Project dashboard requested** Bandar asked for one dashboard of all سند decisions, documents, preferences, bots/mandates, approved faces, Notion + Drive links and tools/costs, versioned and dated, updating itself 5 times a day until he says stop. Lives next to the daily-brief dashboard.	**Building**	Bandar → سند Lead (pt593u) Bandar	local file
31 Oct 2026 · 10:19	v1-candidate added v1	**Hessa reel (copy of reference reel De0-mgPCqxg) in production for Bandar's approval** Script approved to draft; HeyGen lip-sync, ElevenLabs voice, end card with Tabby + Tamara, no platform cuts until «repurpose». Hessa's final voice not yet picked.	**Pending approval**	Bandar → Lead (t588u–t591u); reel-14-hessa-remake Bandar	local file

31 Oct 2026 · 10:18	P25 added v1	**One video for approval; platform cuts only on «repurpose»** Supersedes P21 (auto X/IG/TikTok cuts). Skill `repurpose` makes TikTok + X versions when Bandar says the word.	Locked	Bandar → Lead (pt591u/pt592u); guidelines P25 Bandar	local file
31 Oct 2026 · 10:18	P25 added v1	**P25 · One video for approval only; NO automatic platform cuts.** One video for approval only; NO automatic platform cuts. Deliver a single 9:16 master to Bandar and stop. TikTok and X versions are made ONLY when Bandar says "repurpose", which runs the `repurpose` skill (TikTok + X, safe zones per 3b, named `<project>-<video>-<Platform>-v<N>-<YYYYMMDD>.mp4`, uploaded to Drive). Supersedes P21 until he says otherwise. — Worked: Send the master, wait for approval, wait for "repurpose".	Locked	UGC-REEL-GUIDELINES.md §2 P25 (31 Oct 2026 10:18 AM, pt591u ("No need to repurpose... show me a video for approval. And pause.")) Bandar	open ↗
31 Oct 2026 · 10:09	P24 added v1	**Abdulaziz (عبدالعزيز) approved as the 4th brand face** Option 15 of 16 (rounds 1–3 rejected; "doesn't look Saudi enough"). Voice and Soul ID still TBD.	Locked	Bandar → Lead (pt584u); guidelines P24 Bandar	local file
31 Oct 2026 · 10:09	P24 added v1	**P24 · New male brand face Abdulaziz (عبدالعزيز, male-01), named by Bandar 31 Oct 2026 (voice TBD), approved after 4 rounds / 1** New male brand face Abdulaziz (عبدالعزيز, male-01), named by Bandar 31 Oct 2026 (voice TBD), approved after 4 rounds / 16 options (rounds 1-3 rejected: "None. Regenerate", then "doesn't look Saudi enough"). Hejazi Saudi man ~28, warm medium-brown skin, full short sharp-lined beard, glossy gelled black hair, rimless glasses, white thobe, Jawaher studio style (option 15). — Worked: Hero `reels-library/characters/male-01/option-15-APPROVED.png`; identity `brand-face/identities/male-01/IDENTITY.md`. Nano Banana 2.1 9:16, 1.5 cr per still, 24 cr total for 16 options; 4 new faces per round. No Soul ID yet (25 cr, only on Bandar's request); use image-reference generation from the h	Locked	UGC-REEL-GUIDELINES.md §2 P24 (31 Oct 2026 10:09 AM, pt584u ("15 approved")) Bandar	open ↗
31 Oct 2026 · 09:43	v3-19 added v1	**Site v3-19 «Delete client» fix is LIVE** Approved by Bandar 9:41 AM (pt577u). Production deployment 1de99148; rollback cf913237. Admin sign-in is /ops-login. Authenticated delete test still to be run by Bandar on a dummy client.	Live	site-versions/v3-19-client-delete/VERSION; LOCKED-LIVE.md File	local file
31 Oct 2026 · 09:22	P23 added v1	**Tabby back on every end card, next to Tamara** "Bring back Tabby. All posts." Rule 4 added to STANDING-RULES; reel 13 cuts rebuilt as v2.	Locked	Bandar → Lead (pt575u); STANDING-RULES rule 4 Bandar	local file
31 Oct 2026 · 09:22	P23 added v1	**P23 · Every end card shows BOTH the Tabby and the Tamara official logos in their real colours, with the pay note «نقبل الدفع ع** Every end card shows BOTH the Tabby and the Tamara official logos in their real colours, with the pay note «نقبل الدفع عبر تابي وتمارا». This is Bandar's own instruction and SUPERSEDES the "do not publish we accept Tabby until Tabby is live" caveat in P12, open flag 3, the Tamara-only end card of 9:03 AM (P22 turn) and the Tamara-only wording of options 3 and 4 (9:20 AM). Applies to ALL posts (videos and images). Slogan stays «سند خلّ ورا ظهرك»» on one line, smaller than the logo; palette #2121F5 / #FAF8EA / white only, the two logos on white chips in real colours; no URL. — Worked: Canonical end card = v3 (`brand-endcard/sanad-endcard-v3.png	Locked	UGC-REEL-GUIDELINES.md §2 P23 (31 Oct 2026 9:22 AM, pt575u ("Bring back Tabby. All posts.")) Bandar	open ↗

31 Oct 2026 · 09:03	P22 added v1	**HeyGen Avatar IV chosen for lip-sync (version D)** Pilot reel 13: A Kling+Sync, B OmniHuman, C Kling Avatar, D HeyGen. Bandar: "I like D, lock it in".	Locked	Bandar → Lead (pt572u); guidelines P22 Bandar	local file
31 Oct 2026 · 09:03	P22 added v1	**P22 · Lip-sync engine preference** Lip-sync engine preference: HeyGen Avatar IV (D) over Kling 3.0 + Sync Lipsync 3 (A), OmniHuman 1.5 (B) and Kling AI Avatar v2 Pro (C). Bandar prefers it because it is more expressive (head motion, wide articulation). The constant grin (mean smile 0.63, max 0.95) was noted and accepted; it supersedes the "no grin while talking" wish of P6 for HeyGen talking-head pilots only (P6 still applies to Kling/Sync reels). — Worked: Pilot clip (reel 13, Jawaher, 10 s line `line.mp3`, one front still): HeyGen v3 API `POST /v3/videos` `type:image` + `audio_asset_id` (own ElevenLabs MP3, no HeyGen TTS), 1080p 9:16, default expressiveness, ≈4 min render. qa_lip: mouth open 77% of loud frames, moving in 59% of 0.5 s windows (A 51%/2	Locked	UGC-REEL-GUIDELINES.md §2 P22 (31 Oct 2026 9:03 AM, pt572u ("I like D, lock it in")) Bandar	open ↗
31 Oct 2026	– added v1	**Tabby: contract signed 30 Oct, merchant dashboard still stuck at integration setup** "Direct API Custom/Other" Connect errors, no API keys issued. Next step: call Tabby (800 111 0132) or send the email that awaits approval. Site shows Tabby only as an end-card logo, not as a live checkout method.	Open	Lead status (Bandar chat, 31 Oct) Lead	local file
31 Oct 2026 · 08:27	– added v1	**fal.ai topped up $10 (auto top-up off); HeyGen $5 done earlier** Checkout paid with Bandar's own 3DS. fal account is signed in with Bandar's Google account. Spend on pilot B and C is computed (key cannot read balance).	Done	Checkout → Emily (Emily transcript, 31 Oct 8:36 AM) Emily	local file
30 Oct 2026 · 15:07	X-pack FINAL added v1	**X launch pack approved; header logo must be exactly centred** Display name «وظائف | سند», bio A approved; free account only, no bots, no spend. Handle @Wa3eA87641 until Bandar picks one (@sanadjobs taken; @sanadjobs_sa proposed). Price held; no Tabby/Tamara text in text posts yet.	Approved	Bandar → Lead → Social (30 Oct 3:07 PM); UGC guidelines §X Bandar	local file
30 Oct 2026 · 15:03	v7 added v1	**Reel 1 v7 TikTok + Instagram cuts approved** Safe-zone cuts; file to post: TikTok cut on TikTok, Instagram cut on Instagram. X cut built 3:20 PM.	Approved	Bandar → Lead; guidelines approval log Bandar	local file
30 Oct 2026 · 14:00	P21 added v1	**P21 · Every piece of content Bandar approves (video OR image) is repurposed for THREE platforms (paused by P25)** ⏸️ PAUSED 31 Oct 2026 10:18 AM by P25 (cuts only on "repurpose"). Every piece of content Bandar approves (video OR image) is repurposed for THREE platforms: X, Instagram and TikTok, each built for its own safe margins and format (section 3b), and ALL files are uploaded to Google Drive (folder `Sanad Reels/Reel N`, or `Sanad Content/<item>` for images) for him to download. Naming: `sanad-<item>-<Platform>-vV-YYYYMMDD.<ext>` (platform, version number, date), e.g. `sanad-reel1-X-v7-20261030.mp4`. Send Bandar the Drive folder link plus each file link. Video: 1080×1920 9:16 for TikTok and Instagram; — Worked: Re-render the overlays per platform (`reel-1/platform-v7/make.py <tiktok	Superseded/Paused	UGC-REEL-GUIDELINES.md §2 P21 (30 Oct 2:00 PM pt548u; widened 3:06 PM pt556u to three platforms) Bandar	open ↗

30 Oct 2026 · 13:36	— added v1	**Every سند reel follows UGC-REEL-GUIDELINES.md** Standing rule passed to the Video Editor: logged preferences, lip-sync checks, end card v3, save/share template.	**Standing**	Lead → Video Editor (Video Editor transcript, 30 Oct 1:36 PM) Lead→Bot	local file
30 Oct 2026 · 13:30	P11 added v1	**P11 · Ask viewers to save and share, before the end card.** Ask viewers to save and share, before the end card. Current on-screen line (Bandar 1:30 PM): «احفظ الفيديو وشاركه مع شخص يحتاج وظيفة» (his "الفديو/وشاركك" read as typos). — Worked: Template `brand-templates/save-share-card/` (blue panel, bookmark + paper-plane buttons, single line, bio pill).	**Locked**	UGC-REEL-GUIDELINES.md §2 P11 (30 Oct, STANDING-RULES; redesign 1:30 PM) Bandar	**open ↗**
30 Oct 2026 · 13:26	P16 added v1	**P16 · Progress rings** Progress rings: the number centred inside the ring, label «آخر المستجدات». (Dashboard/progress cards; reels 2, 14 and any status card.) — Worked: Build in HyperFrames with the number absolutely centred (flex centre, tabular numerals), label below the ring in #2121F5 Tajawal.	**Locked**	UGC-REEL-GUIDELINES.md §2 P16 (30 Oct 1:26 PM) File	**open ↗**
30 Oct 2026 · 13:25	v6 added v1	**Reel 1 v6 locked (Jawaher, «سيرتك ترفعها مرة وحدة بس»)** Regenerated from «أو» onward with Kling + Sync; first 18 s pixel-identical. Known: smile starts slightly before «لك» ends.	**Locked**	guidelines §7 changelog File	local file
30 Oct 2026 · 12:46	P3 added v1	**P3 · Check for closed-mouth frames during speech.** Check for closed-mouth frames during speech. — Worked: Sample the final reel every 0.2 s; MediaPipe FaceLandmarker lip gap (L13/L14 over face height) vs speech energy (log-RMS of the VO); require mouth open/moving in the loud frames, then look at a 0.2 s contact sheet by eye (section 3).	**Locked**	UGC-REEL-GUIDELINES.md §2 P3 (30 Oct 12:46, pt530u) Bandar	**open ↗**
30 Oct 2026 · 12:46	P4 added v1	**P4 · Retiming or holds can freeze the mouth, so don't rely on them.** Retiming or holds can freeze the mouth, so don't rely on them. — Worked: If the mouth is wrong, regenerate that segment (Kling + Sync), do not retime.	**Locked**	UGC-REEL-GUIDELINES.md §2 P4 (30 Oct 12:46) File	**open ↗**
30 Oct 2026 · 12:46	P20 added v1	**P20 · Report format** Report format: path, credits, and a contact sheet PNG of the part that changed. — Worked: `reel-1/sanad-reel1-v6-second-half-contact-sheet.png` (0.2 s tiles with time, mouth opening, VOICE flag).	**Locked**	UGC-REEL-GUIDELINES.md §2 P20 (30 Oct 12:46) File	**open ↗**
30 Oct 2026 · 12:40	P6 added v1	**P6 · The smile comes only after the final word** The smile comes only after the final word (v4: smile started before «لك» finished). — Worked: Say it in the prompt: neutral warm expression throughout, "NO grin, NO teeth-smile while talking", gentle closed-lip smile only in the last half second; then confirm with the blendshape `mouthSmile` curve against the last word's end.	**Locked**	UGC-REEL-GUIDELINES.md §2 P6 (30 Oct 12:40, pt529u) Bandar	**open ↗**
30 Oct 2026 · 12:30	v3-18 added v1	**Follow-up email (5 days after leaving) approved and opt-in box shipped** Unticked optional consent box, 90-day retention wording; worker is live in DRY-RUN only (FOLLOWUP_ENABLED=1, DRY_RUN=1, no Resend key on the worker). Nothing sent to real people.	**Live (dry-run)**	followup/README.md; LOCKED-LIVE.md; Bandar pt520u/pt524u File	local file

30 Oct 2026 · 12:13	P12 added v1	**P12 · Signature end card on every سند video/image** Signature end card on every سند video/image: logo, the canonical slogan, «نقبل الدفع عبر تابي وتمارا», real Tabby and Tamara logos in real colours on white chips, 9:16, no URL. Slogan is now «خلّ وراظهرك «سند»» (replaces «خل في ظهرك سند», 30 Oct 1:26 PM). — Worked: `brand-endcard/` v3 (PNG + MP4 + bio variant + layers + source). Logos unmodified from the official kits (Tabby media kit `TabbyBadge.svg`; Tamara_Brand_Assets "Wordmark Gradient").	Locked	UGC-REEL-GUIDELINES.md §2 P12 (30 Oct 12:13, 12:25, 12:37, 1:26 PM) File	open ↗
30 Oct 2026 · 12:11	P2 added v1	**P2 · Synced lips, always.** Synced lips, always. Voice and mouth must match; visible articulation on every word. — Worked: Sync Lipsync 3 with the full, untrimmed VO for the segment, `sync_mode: silence`, a video 0.4–0.5 s longer than the audio. Neutral-mouth Kling base so Sync has room to articulate.	Locked	UGC-REEL-GUIDELINES.md §2 P2 (30 Oct 12:11–12:46, pt525u, pt530u) Bandar	open ↗
30 Oct 2026	P1 added v1	**P1 · Full consistency between halves of the reel** Full consistency between halves of the reel: same face, wardrobe, light, framing and the same level of expression. "First half is perfect, fix the second part after «أو», make it consistent." — Worked: Keep the approved first half frame-identical; regenerate only the weak part, from the last clean frame before the problem as Kling start image (same model, same Jawaher refs), so the seam is invisible (4-frame blend at a pause).	Locked	UGC-REEL-GUIDELINES.md §2 P1 (30 Oct, pt525u) Bandar	open ↗
30 Oct 2026	P5 added v1	**P5 · No odd body movements; natural hand timing.** No odd body movements; natural hand timing. One small presenting palm gesture that rises on the beat of the line and lowers softly before the last word; no jitter, no melting hands, no extra fingers. — Worked: Prompt for exactly one timed gesture ("hand rises after ~1 s, lowers by ~4.5 s"), negative prompts, inspect a 2 fps contact sheet for the hands. In v6 the gesture is different from the approved take (later, gentler) and was accepted.	Locked	UGC-REEL-GUIDELINES.md §2 P5 (30 Oct, standing) File	open ↗
30 Oct 2026	P7 added v1	**P7 · Captions timed to the words (Tajawal Bold, white on #2121F5 pill, 2–4 words, safe area).** Captions timed to the words (Tajawal Bold, white on #2121F5 pill, 2–4 words, safe area). — Worked: Derive caption starts from the word timings of the VO (`v2/words.json`), not from the line start. Re-check after every re-cut.	Locked	UGC-REEL-GUIDELINES.md §2 P7 (30 Oct, standing) File	open ↗
30 Oct 2026	P8 added v1	**P8 · Refine the closest model rather than redo; test on several models first (Kling, Seedance, Wan).** Refine the closest model rather than redo; test on several models first (Kling, Seedance, Wan). — Worked: One shared still + prompt + VO across Kling 3.0, Seedance 2.0 Fast, Wan 3.0; Bandar picked Kling; then v2 → v6 refine Kling only, reusing good parts (S3 hands reused from v1).	Locked	UGC-REEL-GUIDELINES.md §2 P8 (30 Oct) File	open ↗
30 Oct 2026	P9 added v1	**P9 · 9:16, 1080×1920, about 42 s or less.** 9:16, 1080×1920, about 42 s or less. — Worked: Render at 1080×1920/30 fps; check `ffprobe`.	Locked	UGC-REEL-GUIDELINES.md §2 P9 (30 Oct, STANDING-RULES) File	open ↗

30 Oct 2026	P10 added v1	**P10 · Link in the bio; never a URL on screen, in captions or in end cards.** Link in the bio; never a URL on screen, in captions or in end cards. — Worked: Pill «الرابط في البايو ↑» on the save/share card and the end card variant `-bio`.	Locked	UGC-REEL-GUIDELINES.md §2 P10 (30 Oct, STANDING-RULES) File	open ↗
30 Oct 2026	P13 added v1	**P13 · سند palette only** سند palette only: #2121F5, #FAF8EA, white. Never neon green. Only exception: real third-party logos (Tabby, Tamara). — Worked: Tajawal, blue pills, cream cards.	Locked	UGC-REEL-GUIDELINES.md §2 P13 (30 Oct, standing) File	open ↗
30 Oct 2026	P14 added v1	**P14 · Approved apply wording** Approved apply wording: «سند ما يقدّم إلا بموافقتك على كل وظيفة، أو تشغّل التقديم التلقائي ويقدّم عنك على الأنسب لك.» (without the leading «سند» after a سند line). — Worked: Used verbatim in L6 of reel 1; caption split «بموافقتك على كل وظيفة» / «أو تشغّل التقديم التلقائي».	Locked	UGC-REEL-GUIDELINES.md §2 P14 (30 Oct, decided) File	open ↗
30 Oct 2026	P15 added v1	**P15 · Brand faces** Brand faces: Faisal (فيصل), Hessa (حصة), Jawaher (جواهر), Abdulaziz (عبدالعزيز, added 31 Oct 2026, P24; voice TBD, no Soul ID yet), fictional AI characters, labelled AI-generated, never real clients/staff/testimonials. Voices: ElevenLabs `eleven_v4_turbo` only; Faisal = Firas_M; Hessa and Jawaher final voices to be picked by Bandar (reel 1 used NoraS_F for Jawaher). — Worked: Identity files in `brand-face/identities/<name>/` (IDENTITY.md, refs, Soul IDs: Hessa `8bd08845-...`, Jawaher `034094bb-...`, Faisal `30484346-...`). Start talking shots from half-body or chest-up stills; re-check glasses/agal each clip.	Locked	UGC-REEL-GUIDELINES.md §2 P15 (29–30 Oct) Bandar	open ↗
30 Oct 2026	P17 added v1	**P17 · Scripts approved before any generation; Bandar's exact Arabic replaces the closest existing line (section 0b of PRODUCTI** Scripts approved before any generation; Bandar's exact Arabic replaces the closest existing line (section 0b of PRODUCTION-PLAN). — Worked: Approve scripts → approve stills → generate → QA → lock.	Locked	UGC-REEL-GUIDELINES.md §2 P17 (30 Oct, standing) Bandar	open ↗
30 Oct 2026	P18 added v1	**P18 · Higgsfield through Mira's Studio and the shared credit rules.** Higgsfield through Mira's Studio and the shared credit rules. — Worked: One shared pool on the Starter plan; check the balance before any job over 20 credits; append a line to `/workspace/higgsfield/usage.log` after every session; download every output; no top-ups, no plan changes (Bandar/Emily decide); Starter cannot use Seedance 2.5, Seedance 2.0 full, Veo, start+end	Locked	UGC-REEL-GUIDELINES.md §2 P18 (30 Oct, standing) File	open ↗
30 Oct 2026	P19 added v1	**P19 · Claims only about real features; no invented stats/price/promo, «5,000+ employers» unverified and not used; matching/das** Claims only about real features; no invented stats/price/promo, «5,000+ employers» unverified and not used; matching/dashboard screens labelled «عرض توضيحي · بيانات تجريبية»; do not post matching-dependent reels until matching is live. — Worked: Cards built by us, always labelled.	Locked	UGC-REEL-GUIDELINES.md §2 P19 (30 Oct, standing) File	open ↗

30 Oct 2026 · 03:39	— added v1	**Job search widened beyond Jadarat: public LinkedIn guest reader + Bayt link** No login, cookies, proxies or applying on LinkedIn; Jadarat stays discovery-only (Nafath is manual).	Approved	Lead → Applications (Applications transcript, 30 Oct 3:40 AM) Lead→Bot	local file
30 Oct 2026 · 03:25	v3-17-tabby added v1	**Tabby (pay in 4) built as a PREVIEW only** "Turn it on on the website, add the logo and show me a preview" (pt485u). Production untouched; needs Tabby keys before go-live.	Preview	site-versions/v3-17-tabby-preview File	local file
29 Oct 2026 · 20:24	6a-v4 added v1	**Hero video 6a v4 approved** Approved master kept read-only (hero-videos/out).	Approved	hero-videos/out/APPROVED.md File	local file
29 Oct 2026 · 18:35	v3-17 (prod) added v1	**Tamara live on the site** Bandar's go at 6:28 PM; production version after v3-16.	Live	site-versions/v3-16-tamara-live/VERSION.md File	local file
29 Oct 2026 · 18:13	— added v1	**Leave test client c_725b... as it is; keep matching on hold** Closes the private-sector question for that test account. No master-CV rebuild.	Done	Lead → Onboarding (Onboarding transcript, 29 Oct 6:14 PM) Lead→Bot	local file
29 Oct 2026 · 13:45	v3-14 / v3-15 / v3-16 added v1	**Live payments turned on in production (Moyasar)** "Deploy the code fix and turn on live payments in production"; v3-15 (price card) followed 1:55 PM; v3-16 admin live 2:45 PM (pt442u).	Live	site-versions/v3-16-tamara-live/VERSION.md File	local file
29 Oct 2026 · 12:38	— added v1	**No government platforms or Nafath in public copy, and don't explain who applies** Bandar's own rule, given to Emily 29 Oct 12:38 PM.	Standing	Emily → Social (Social transcript, 30 Oct 2:31 PM) Emily	local file
29 Oct 2026 · 12:02	— added v1	**Moyasar approved; setup fee paid: SAR 517.50 (450 + 15% VAT)** Paid by Bandar with Apple Pay ~12:02 PM; logged as a business expense, not revenue.	Done	Lead → Payments (Payments transcript, 29 Oct 12:02 PM) Lead→Bot	local file
29 Oct 2026	— added v1	**Hessa and Jawaher approved as brand faces** Identity files and Soul IDs created (≈124 Higgsfield credits for the identity library).	Approved	brand-face/identities/README.md File	local file
29 Oct 2026 · 11:17	— added v1	**سند Reels library approved: 14 reference reels (15th added 6:22 PM)** Purpose: reverse-engineer format, layout and pacing; recreate with our own footage and brand; never reuse their clips or audio.	Approved	reels-library/APPROVED-REELS.md File	local file
29 Oct 2026 · 10:59	— added v1	**Payments bot gets every confirmed payment + Moyasar/Tamara/Tabby receipts straight away** New standing flow from Bandar: client_id, payment_id, amount, method, time, promo.	Standing	Lead → Payments (Payments transcript, 29 Oct 10:59 AM) Lead→Bot	local file
29 Oct 2026 · 09:47	v3-13b added v1	**Production locked at v3-13b (password login, test1 promo with payments off)** "Lock this in". Do not change production without Bandar's own go.	Locked	site-versions/v3-13/LOCKED-LIVE.md (pt380u, pt383u) File	local file

29 Oct 2026 · 09:19	— added v1	**Applications bot creates one dedicated bot per paid client, retires it when not renewed or hired** Client bots report only to سند · Applications; capacity check before each creation; test1 clients never submit to employers.	Standing	Bandar → Lead; OPERATING-MODEL.md (29 Oct) Bandar	local file
29 Oct 2026 · 07:43	— added v1	**test1 promo and is_test=1 clients must NEVER get a real application sent** Matching and tailoring are fine; call /api/admin/presubmit-check before every submission.	Standing	Lead → Applications (Applications transcript, 29 Oct 7:43 AM) Lead→Bot	local file
28 Oct 2026 · 18:13	PREFERENCES 2026-10-28 added v1	**Approved designs only: T1, T7, T10, T11; others retired** "I only want to work with approved designs". No emojis as graphics; hook + CTA in every post; no neon.	Locked	social/PREFERENCES.md; Notion Approved Design Library File	local file
28 Oct 2026 · 12:18	— added v1	**Instagram @sanadjobs created by Bandar** Blue سند logo avatar; profile still to be completed. No bots on Instagram; comments/DMs by hand.	Done	Social bot profile; social/20261028-ig-plan.md File	local file
28 Oct 2026 · 10:45	v3-8 / v3-8.1 / v3-9 added v1	**Site v3-8 go-live; v3-9 go-live 12:52 PM; price card restored 11:30 AM** "Bring back pricing for now and will remove later after approval" (pt261u). "Lock in the latest version" 12:57 PM (pt286u). Price is 299 SAR/month, no VAT for now.	Live	site-versions VERSION.md File	local file
27 Oct 2026 · 14:20	v3-7 logos-v3 added v1	**Site v3-7 logos-v3 to production** Deployment e8764d4c; Tamara sandbox wiring began 22:15 (preview).	Live	site-versions VERSION.md File	local file
26 Oct 2026 · 16:25	v3-7 added v1	**Site v3-7 to production with payments disabled** Bandar approved 4:18 PM. PAY_ENABLED and TAMARA_ENABLED not set. Rollback 552d01ed.	Live	site-versions VERSION.md File	local file
26 Oct 2026	OM 26 Oct added v1	**سند · WhatsApp is the only WhatsApp sender; WhatsApp number mandatory at sign-up** EA no longer handles سند WhatsApp. Chain: Customer Service → Copy Humanizer → Emily → Bandar → سند · WhatsApp. Government jobs: we guide the client to apply through Nafath ourselves.	Standing	OPERATING-MODEL.md (26 Oct updates) File	local file
26 Oct 2026	v5 added v1	**Approved client Q&A: SANAD-QA-BOT-FINAL-v5; CV blueprint (English, one page, ATS-safe, no photos, 70%+ real keywords)** Off-Q&A questions are captured by Quality Check and proposed to Bandar before any new entry.	Approved	qa-bot/SANAD-QA-BOT-FINAL-v5.md; templates/cv/CV-BLUEPRINT.md File	local file
26 Oct 2026	research 26 Oct added v1	**Payments research: Moyasar recommended (freelance certificate OK), Tap as backup; Tamara direct; Tabby likely** Alinma business account on freelance certificate. Fees to be obtained in writing. Nothing signed or paid at the time.	Recommended	research/20261026-payments-setup.md File	local file

25 Oct 2026 · 14:10	`v1 → v3-4` added v1	**Site v3 (real backend) in production; PDPL privacy page approved (v3-3); terms + refund (v3-4)** v1 (zip), v1.1, v2 layout, then v3 live ~2:10 PM. "The privacy page is approved" (pt88u). Public copy de-branded: no operator name, no third-party tool names.	Live	site-versions VERSION.md File	local file
25 Oct 2026	`OM 25 Oct` added v1	**Client profile, Finance and retention journey added to the Operating Model (planned)** Profile kept 90 days after offboarding then deleted; Notion Client Base kept 5 years then anonymised; abandoned-signup leads deleted after 90 days. Finance bot records and forecasts only; never pays.	Planned	OPERATING-MODEL.md File	local file
24 Oct 2026 · 12:10	`OM` added v1	**Operating Model Page published** Recommended: sanadjobs.com on Cloudflare (~$15–25/month to start). Domain NOT bought (spend needs Bandar). Per-client alias via catch-all Worker. Page updated 29 Oct.	Live (page)	Operating Model canvas File	open ↗
24 Oct 2026	— added v1	**Faisal approved as brand face** First brand face; voice Firas_M (ElevenLabs).	Approved	brand-face/identities/README.md File	local file
24 Oct 2026	`OM 24 Oct` added v1	**Audit bot PLANNED, not created; co-bots only as proposals** Needs Bandar's confirmation. Severity S1–S4 and auto-fix limited to reversible internal actions.	Planned	OPERATING-MODEL.md File	local file
23 Oct 2026	— added v1	**Everything written for outside goes through Copy Humanizer, then Emily, then Bandar** Standing rule, Bandar 23 Oct. Bandar presses Send.	Standing	Emily shared memory; سند Lead rules Emily	local file

Documents

Pages, guidelines, diagrams and files

DOCUMENT	VERSION	DATE (RIYADH)	STATUS	SOURCE	LINK
Spend ledger Redacted published copy, auto-synced from source.	rev 1 · 2026-11-03	3 Nov 2026 · 12:26	Living	/workspace/sanad/payments/SPEND-LEDGER.md (redacted copy published here)	open ↗
Intake form draft (3 Nov) Redacted published copy, auto-synced from source.	rev 1 · 2026-11-03	3 Nov 2026 · 11:10	Living	/workspace/sanad/intake/20261103-intake-form-draft.md (redacted copy published here)	open ↗
Operating model Redacted published copy, auto-synced from source.	rev 1 · 2026-11-03	3 Nov 2026 · 11:09	Living	/workspace/sanad/OPERATING-MODEL.md (redacted copy published here)	open ↗
Data consent spec Redacted published copy, auto-synced from source.	rev 1 · 2026-11-03	3 Nov 2026 · 11:09	Living	/workspace/sanad/DATA-CONSENT-SPEC.md (redacted copy published here)	open ↗
Onboarding defaults Redacted published copy, auto-synced from source.	rev 1 · 2026-11-03	3 Nov 2026 · 10:49	Living	/workspace/sanad/onboarding/defaults.md (redacted copy published here)	open ↗
Renewal flags Redacted published copy, auto-synced from source.	rev 1 · 2026-11-03	3 Nov 2026 · 09:17	Living	/workspace/sanad/payments/RENEWAL-FLAGS.md (redacted copy published here)	open ↗
Matching rules Redacted published copy, auto-synced from source.	rev 1 · 2026-11-03	3 Nov 2026 · 07:26	Living	/workspace/sanad/onboarding/MATCHING-RULES.md (redacted copy published here)	open ↗
Client data runbook Redacted published copy, auto-synced from source.	rev 1 · 2026-11-02	2 Nov 2026 · 19:30	Living	/workspace/sanad/onboarding/CLIENT-DATA-RUNBOOK.md (redacted copy published here)	open ↗
Alias runbook Redacted published copy, auto-synced from source.	rev 1 · 2026-11-02	2 Nov 2026 · 19:30	Living	/workspace/sanad/onboarding/ALIAS-RUNBOOK.md (redacted copy published here)	open ↗
Job sources Redacted published copy, auto-synced from source.	rev 1 · 2026-11-02	2 Nov 2026 · 16:03	Living	/workspace/sanad/applications/JOB-SOURCES.md (redacted copy published here)	open ↗
UGC reel guidelines (living doc, P1–P25) Every logged video preference, what worked, QA recipe, safe zones, credits, changelog.	P25 · 31 Oct 2026 10:19	31 Oct 2026 · 10:19	Living	/workspace/sanad/reels-library/UGC-REEL-GUIDELINES.md (copy published here)	open ↗
سند Brand Faces (Page) Faisal, Jawaher, Hessa, Abdulaziz with photo, look and voice. Private page.	31 Oct 2026	31 Oct 2026 · 10:14	Live	Page library	open ↗
Site version history (v1 → v3-19) VERSION.md and LOCKED-LIVE.md per release with deployment ids and rollbacks. Local.	v3-19 · 31 Oct 2026	31 Oct 2026 · 09:43	Living (local)	/workspace/sanad/site-versions/	local file

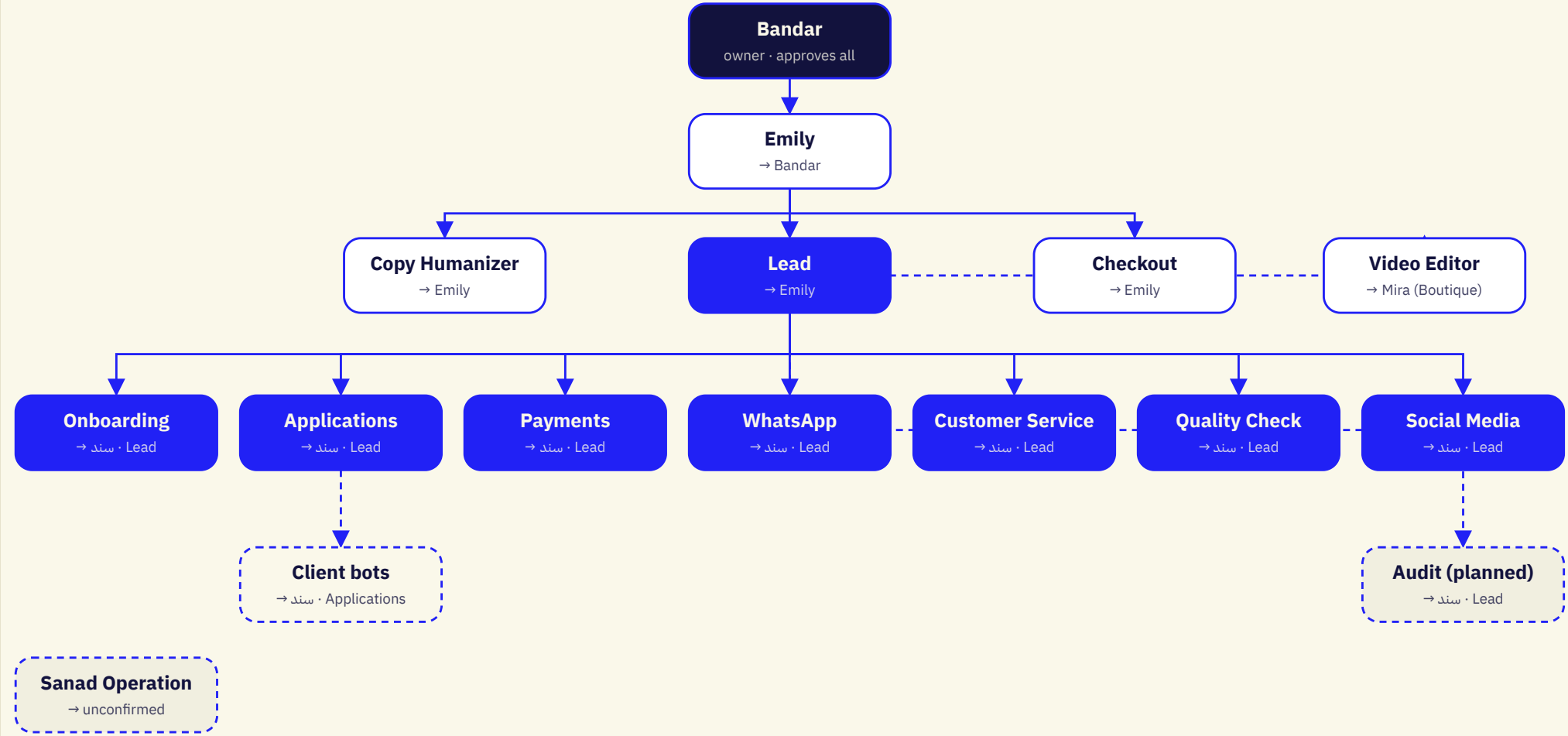
DOCUMENT	VERSION	DATE (RIYADH)	STATUS	SOURCE	LINK
Reels STANDING RULES Link in bio, save/share prompts, 9:16, end cards with Tabby + Tamara.	rule 4 · 31 Oct 2026	31 Oct 2026 · 09:23	Locked	/workspace/sanad/reels-library/STANDING-RULES.md (copy published here)	open ↗
Signature end card v3 (README + files) Logo, slogan «سند — خلّ وراظهرك»», Tabby + Tamara on white chips, no URL.	v3 · 30 Oct 2026	31 Oct 2026 · 09:23	Locked	/workspace/sanad/brand-endcard/	open ↗
X approval pack (FINAL) Profile, rules, posts and threads approved 30 Oct. Local.	FINAL · 30 Oct 2026	30 Oct 2026 · 14:32	Approved (local)	/workspace/sanad/social/x/20261030-x-approval-pack-FINAL.md	local file
Reels PRODUCTION-PLAN and scripts for approval 15-reel plan and scripts. Local.	30 Oct 2026	30 Oct 2026 · 04:34	Reference (local)	/workspace/sanad/reels-library/PRODUCTION-PLAN.md	local file
Brand lock Redacted published copy, auto-synced from source.	rev 1 · 2026-10-29	29 Oct 2026 · 18:30	Living	/workspace/sanad-brand/BRAND-LOCK.md (redacted copy published here)	open ↗
Photos & videos design guidelines Redacted published copy, auto-synced from source.	rev 1 · 2026-10-29	29 Oct 2026 · 18:30	Living	/workspace/sanad/social/PHOTOS-AND-VIDEOS-DESIGN-GUIDELINES.md (redacted copy published here)	open ↗
CV tailoring rules Redacted published copy, auto-synced from source.	rev 1 · 2026-10-29	29 Oct 2026 · 18:30	Living	/workspace/sanad/CV-TAILORING-RULES.md (redacted copy published here)	open ↗
سند Operating Model (Page) Mail and work flow, domain options, lifecycle, bot roles, risks, next steps. Public page also at operating-model-2p3o.pages.grok.bot.	updated 29 Oct 2026	29 Oct 2026 · 09:20	Live	Page library (ListCanvases)	open ↗
Operating Model (public mirror) Same page, public link.	29 Oct 2026	29 Oct 2026 · 09:20	Live	Page library	open ↗
Photos and Videos Design Guidelines Approved layouts and video rules for posts. Also in Notion.	v6+ · 28 Oct 2026	28 Oct 2026 · 21:30	Living	Drive (Bandar Hawsawi account)	open ↗
PREFERENCES (locked social rules) Approved designs only, no emoji graphics, hook + CTA.	2026-10-28	28 Oct 2026 · 21:30	Locked	Drive	open ↗
Bot ownership diagram (PNG) Older picture of who owns what; the diagram on this page is current.	26 Oct 2026 snapshot	26 Oct 2026 · 13:32	Superseded by Bots section	/workspace/sanad/diagrams/	open ↗
Client journey diagram (PNG) Client lifecycle from sign-up to offboarding.	snapshot	26 Oct 2026 · 13:32	Reference	/workspace/sanad/diagrams/	open ↗
Post-payment journey diagram (PNG) What happens after a verified payment.	snapshot	26 Oct 2026 · 13:32	Reference	/workspace/sanad/diagrams/	open ↗

DOCUMENT	VERSION	DATE (RIYADH)	STATUS	SOURCE	LINK
Approved client Q&A WhatsApp Q&A bot answers. Local.	v5	26 Oct 2026 · 12:00	Approved (local)	/workspace/sanad/qa-bot/SANAD-QA-BOT-FINAL-v5.md	local file
سند Security Plan (Page) Security plan page. Private.	26 Oct 2026	26 Oct 2026 · 11:36	Live	Page library	open ↗
سند · Job Sources Research (4.1) (Page) Where to find jobs beyond Jadarat. Private.	4.1 · 26 Oct 2026	26 Oct 2026 · 10:50	Live	Page library	open ↗
Brand pack / brand lock Logo pack, BRAND-LOCK: #2121F5, #FAF8EA, white, never neon. Local files.	locked	25 Oct 2026 · 12:00	Locked (local)	/workspace/sanad-brand/	local file
PDPL review, retention schedule, breach plan Legal files. Local.	25 Oct 2026	25 Oct 2026 · 12:00	Reference (local)	/workspace/sanad/legal/	local file
30 · سند-day TikTok plan (Page) 30-day plan. Private.	24 Oct 2026	24 Oct 2026 · 16:08	Live	Page library	open ↗
Uptal teardown (REPORT + BACKEND-DEEP-DIVE) Reverse-engineering of Uptal's auto-apply, basis of سند. Local files.	24 Oct 2026	24 Oct 2026 · 12:00	Reference (local)	/workspace/rea-runs/20261024-uptal-auto-apply/out/REPORT.md	local file

Bots & mandates

who reports to whom, and what each was given

Solid blue = سند core bots (report to سند · Lead). White = support bots. Dashed = per-client bots or planned/unconfirmed. Arrows point to the reporting line. Swipe sideways on a phone.



Mermaid source (same diagram)

```
flowchart TD
  bandar["Bandar (owner)"]
  bot_emily["Emily"]
  bot_ch["Copy Humanizer"]
```

```
  bot_lead["سند · Lead"]
  bot_onb["سند · Onboarding"]
  bot_app["سند · Applications"]
  bot_pay["سند · Payments"]
  bot_wa["سند · WhatsApp"]
  bot_cs["سند · Customer Service"]
  bot_qc["سند · Quality Check"]
  bot_soc["سند · Social Media"]
  bot_ve["Video Editor (Studio)"]
  bot_clients["سند · Client c_<id> (per-client bots)"]
  bot_audit["Audit bot (planned)"]
  bot_chk["Checkout (related)"]
  bot_ops["Sanad Operation ×2 (empty profiles)"]
  bandar --> bot_emily
  bot_emily --> bot_ch
  bot_emily --> bot_lead
  bot_emily --> bot_chk
  bot_lead -.-> bot_ve
  bot_app -.-> bot_clients
  bot_lead -.-> bot_audit
  bot_lead --> bot_onb
  bot_lead --> bot_app
  bot_lead --> bot_pay
  bot_lead --> bot_wa
  bot_lead --> bot_cs
  bot_lead --> bot_qc
  bot_lead --> bot_soc
```

New mandates (newest first)

DATE (RIYADH)	BOT	MANDATE ADDED	SOURCE
1 Nov 2026	**سند · Social Media**	May access the سند Google Drive folders and publish the TikTok repurposed version of approved content on TikTok, still with Bandar's per-post approval and the usual caption and AI-setting rules.	Bandar → Lead (memory, 31 Oct, updated 1 Nov)
31 Oct 2026 · 12:00	**سند · Payments**	Logs every سند project spend (payments, top-ups, credits, fees) in payments/SPEND-LEDGER.md; every spend Lead makes or approves is reported to it.	Bandar → Lead
31 Oct 2026 · 12:00	**سند · Social Media**	Access to the سند Google Drive folders and per-platform repurposed videos; publishes each platform's version (X, Instagram, TikTok) only on Bandar's per-post go, under the caption and AI-setting rules.	Bandar → Lead
31 Oct 2026 · 10:28	**سند · Lead**	Maintain the project dashboard (briefing.bandarhawsawi.com/sanad/), refreshed 5 times a day until Bandar says stop.	Bandar (pt593u)

DATE (RIYADH)	BOT	MANDATE ADDED	SOURCE
30 Oct 2026 · 15:07	**سند · Social Media**	Prepare the X profile (logo centred, bio, link), post reel 1 on X/TikTok only after approval and review.	Lead → Social
30 Oct 2026 · 13:36	**Video Editor**	Every سند UGC reel follows UGC-REEL-GUIDELINES.md.	Lead → Video Editor
30 Oct 2026 · 03:39	**سند · Applications**	Search beyond Jadarat: LinkedIn public guest reader (capped, no login) and Bayt link in the client digest.	Lead → Applications
29 Oct 2026 · 10:59	**سند · Payments**	Receive every confirmed payment immediately plus Moyasar, Tamara and Tabby receipts (captures, settlements, fees).	Lead → Payments
29 Oct 2026 · 09:19	**سند · Applications**	Create a dedicated bot per paid client and retire it when the client does not renew or is hired; client bots report to Applications.	Bandar via Lead; OPERATING-MODEL.md
29 Oct 2026 · 07:43	**سند · Applications**	Never send a real application for test1-promo or is_test clients; call presubmit-check first.	Lead → Applications
26 Oct 2026 · 12:23	**سند · Quality Check**	Mandate expanded: keep every site and tool logged in with credits; fix blockers within the rules. New mandate: capture every client WhatsApp question not in the approved Q&A and propose entries to Bandar.	Lead → Quality Check
26 Oct 2026 · 12:00	**سند · WhatsApp**	Became the only WhatsApp sender, replacing EA.	OPERATING-MODEL.md
24 Oct 2026 · 12:00	**Audit bot**	Planned only: audits every step. Not created.	OPERATING-MODEL.md

Every bot: mandate and reporting line

Emily

Reports to: Bandar

Role in سند: Chief of staff. All external copy gets her final check; she relays Bandar's approvals.

Mandate: Scans Slack, email and calendar; only Bandar's approval counts; final check on every external message.

Created: n/a · Source: profile.json (Emily)

Copy Humanizer

Reports to: Emily

Role in سند: Edits every public or client-facing draft before Emily.

Mandate: Rewrites drafts so they read like a person wrote them; shows each change; never invents a fact.

Created: n/a · Source: profile.json; rule of 23 Oct 2026

سند · Lead

Reports to: Emily

Role in سند: Owner and orchestrator of سند.

Mandate: Orchestrates all سند bots; keeps the Operating Model; no spend and no external send without Bandar; talks to Bandar via Emily unless he writes directly.

Created: ≈24 Oct 2026 (exact date not recorded) · Source: profile.json

سند · Onboarding

Reports to: سند · Lead

Role in سند: Starts when a verified payment arrives.

Mandate: Creates the client profile and Notion row, provisions the alias, fills the consent document, finds gaps and drafts questions, polishes the CV.

Created: ≤ 29 Oct 2026 (exact date not recorded) · Source: profile.json

سند · Applications

Reports to: سند · Lead

Role in سند: Matching, tailoring and applying.

Mandate: Approval mode is default; checks exclusions; quality-checks every tailored pack; applies on company sites; logs every application; follows the CV blueprint.

Created: ≤ 26 Oct 2026 · Source: profile.json

سند · Payments

Reports to: سند · Lead

Role in سند: Ledger, renewals, dunning, costs.

Mandate: Logs every payment; tracks renewals and failed payments; tracks all سند costs; records and forecasts only, never pays.

Created: ≤ 26 Oct 2026 · Source: profile.json

سند · WhatsApp

Reports to: سند · Lead

Role in سند: The ONLY sender of client WhatsApp.

Mandate: Sends exactly what was approved to exactly the approved recipient; captures client replies; logs every message.

Created: 26 Oct 2026 (replaced EA) · Source: profile.json; OPERATING-MODEL 26 Oct

سند · Customer Service

Reports to: سند · Lead

Role in سند: Client messages in Arabic.

Mandate: Triages replies in the client alias; drafts every client message (welcome, 6 h follow-up, Sun/Wed/Sat updates, renewal); Arabic only.

Created: ≤ 26 Oct 2026 · Source: profile.json

سند · Quality Check

Reports to: سند · Lead

Role in سند: Daily health check and audit.

Mandate: Keeps every site and tool logged in with credits; 8 AM daily check; audits every step against consent, CV and client-facing rules; captures off-Q&A questions.

Created: ≤ 26 Oct 2026 · Source: profile.json

سند · Social Media

Reports to: سند · Lead

Role in سند: Instagram, TikTok and X accounts.

Mandate: Plans and prepares posts; posts, comments, DMs or changes nothing without Bandar's approval; no spend; no bots.

Created: ≤ 28 Oct 2026 · Source: profile.json

Video Editor (Studio)

Reports to: Mira (Boutique)

Role in سند: Builds سند UGC reels under the Lead's brief.

Mandate: Only bot allowed to use Higgsfield; builds reels with HyperFrames; follows UGC-REEL-GUIDELINES.md for سند.

Created: n/a (واعٍ Boutique bot) · Source: profile.json; Video Editor transcript 30 Oct

سند · Client c_<id> (per-client bots)

Reports to: سند · Applications

Role in سند: One per paid client; retired when not renewed or hired.

Mandate: Holds that client's matches, tailored CVs, approvals and submissions; no direct client messages.

Created: mandated 29 Oct 2026 9:19 AM · Source: OPERATING-MODEL.md 29 Oct

Audit bot (planned)

Reports to: سند · Lead

Role in سند: Cross-cutting monitor.

Mandate: Not created until Bandar confirms.

Created: planned 24 Oct 2026, not created · Source: OPERATING-MODEL.md

Checkout (related)

Reports to: Emily

Role in سند: Paid the fal $10 and HeyGen $5 top-ups with Bandar's own approval/3DS.

Mandate: Shopping and checkout; never pays without Bandar's yes.

Created: n/a · Source: Emily transcript 31 Oct

Sanad Operation ×2 (empty profiles)

Reports to: unconfirmed

Role in سند: Two agents with no description. Role unconfirmed.

Mandate: unconfirmed

Created: 30 Oct 2026 10:16 AM (file time) · Source: profile.json (empty)

Approved brand faces

fictional AI characters, always labelled AI-generated



فيصل

Faisal

M ~29

White thobe, ghutra + agal, beard

Voice: ElevenLabs Firas_M

Soul ID: ready

Approved 24 Oct 2026 · 12:00 · brand-face/identities/README.md

Files: brand-face/identities/faisal/



جواهر

Jawaher

F ~26

Cream loose shayla, beige abaya, rimless glasses

Voice: NoraS_F (ElevenLabs), locked 31 Oct 2026 as shared Hessa/Jawaher voice (P26)

Soul ID: ready

Approved 29 Oct 2026 · 12:00 · UGC-REEL-GUIDELINES.md P26

Files: brand-face/identities/jawaher/



حصة

Hessa

F ~30

White draped hijab, black abaya, rimless glasses

Voice: NoraS_F (ElevenLabs), shared with Jawaher, locked 31 Oct 2026 (P26)

Soul ID: ready

Approved 29 Oct 2026 · 12:00 · UGC-REEL-GUIDELINES.md P26

Files: brand-face/identities/hessa/



عبدالعزيز

Abdulaziz

M ~28

Hejazi, white thobe, glossy gelled black hair, short sharp-lined beard, rimless glasses

Voice: TBD

Soul ID: none yet

Approved 31 Oct 2026 · 10:09 · UGC guidelines P24

Files: brand-face/identities/male-01/

Full-size name cards: Faisal · Jawaher · Hessa · Abdulaziz

Notion links

What we keep in Notion

NAME	WHAT IT IS	TYPE	LINK
Test client rows (c_725b..., c_f877..., c_7aa5..., c_c138...) 29 Oct 2026 · Notion search	Four TEST / PROMO-TEST1 rows in the Client Base; no real client.	pages	**open ↗**
سند · Approved Design Library 28 Oct 2026 · Notion search	Page of approved post and video designs with the locked rules.	page	**open ↗**
Approved Designs 28 Oct 2026 · Notion search	Database inside the library: T1 photo-led cover, T7, T10, T11, locked video v3.	database	**open ↗**
Photos and Videos Design Guidelines 28 Oct 2026 · Notion search	Notion copy of the design guidelines.	page	**open ↗**
سند (Sanad) 25 Oct 2026 · Notion search	Workspace root page for سند operations; holds the Client Base.	page	**open ↗**
سند · Client Base 25 Oct 2026 · Notion search	Database: one row per client (status, plan, renewal, consent). Personal fields are cleared per the PDPL retention rule.	database	**open ↗**

Google Drive links

Folders and files we created

NAME	WHAT IT IS	ACCOUNT	LINK
Sanad Reels / Reel 13 (folder) 31 Oct 2026 · Lead report	Lip-sync pilot cuts: TikTok, Instagram, X v1 (Tamara only, superseded) and v2 (Tabby + Tamara).	Bandar Mohammed	open ↗
reel13 pilot D · TikTok v2 (20261031) 31 Oct 2026 · Drive search	Current cut with Tabby + Tamara end card.	Bandar Mohammed	open ↗
reel13 pilot D · Instagram v2 (20261031) 31 Oct 2026 · Drive search	Current cut.	Bandar Mohammed	open ↗
reel13 pilot D · X v2 (20261031) 31 Oct 2026 · Drive search	Current cut.	Bandar Mohammed	open ↗
Sanad Reels (folder) 30 Oct 2026 · Drive search	Reel videos, contact sheets and platform cuts, one subfolder per reel.	Bandar Mohammed	open ↗
sanad-reel1-v7.mp4 30 Oct 2026 · Drive search	Reel 1 v7 master (Jawaher).	Bandar Mohammed	open ↗
sanad-reel3-v1-candidate.mp4 + contact sheets (reels 3, 5, 10, 11, 12) 30 Oct 2026 · Drive search	Candidate reels waiting for review.	Bandar Mohammed	open ↗
سند · Social Content (folder) 28 Oct 2026 · Drive search	Posts, carousels and templates for Instagram/TikTok.	Bandar Hawsawi	open ↗
30 · سند-day content plan (IG + TikTok) (Sheet) 28 Oct 2026 · Drive search	Content calendar.	Bandar Hawsawi	open ↗
Photos and Videos Design Guidelines (Doc) 28 Oct 2026 · Drive search	Design rules.	Bandar Hawsawi	open ↗
PREFERENCES (Doc) 28 Oct 2026 · Drive search	Locked social rules.	Bandar Hawsawi	open ↗
Approved post packs D02-S2, D03-S1/S3/S5, D05-S1, D06-S1, D07-S3, N_templates (zip) 28 Oct 2026 · Drive search	Approved post designs.	Bandar Hawsawi	open ↗

Tools & costs

only figures from receipts, emails, subscription files and workspace notes · everything else says unconfirmed or cost unknown

TOOL	WHY WE USE IT	PLAN	COST	STATUS	SOURCE
Higgsfield	Stills (Nano Banana), video (Kling 3.0), lip-sync (Sync Lipsync 3), Soul IDs for brand faces.	Starter (shared pool, per guidelines P18)	Plan price unconfirmed (a payment-failed notice on 28 Oct does not state the amount). Balance 438.39 credits after 31 Oct 10:12 AM; 24 credits spent on 16 male-face options; reel 1 ≈ 422.7 credits.	Payment failed 28 Oct	Subscriptions delta 31 Oct; /workspace/higgsfield/usage.log; guidelines §5
HeyGen (API)	Avatar IV lip-sync, chosen engine (P22).	API wallet, no subscription, auto-reload off	$5.00 top-up; $0.40 spent on the 10 s pilot (≈$0.04/s); wallet $4.60. Reel 14 draft ≈ $1.60 is an estimate, unconfirmed.	Active	UGC guidelines P22; Emily transcript
fal.ai	OmniHuman 1.5 and Kling Avatar v2 Pro in the lip-sync pilot (B, C).	Prepaid credit, auto top-up off	$10.00 paid 31 Oct (invoice HOODCD-00001). Pilot B ≈ $1.62 and C ≈ $1.17 are computed from billed seconds; the API key cannot read the real balance.	Active	Subscriptions delta 31 Oct; Checkout via Emily
ElevenLabs	All voices (eleven_v4_turbo only; never Bandar's clone).	Starter (wa3e business account)	$6.90 per month ($6.00 + 15% VAT, ≈ SAR 26.95 calculated); first month was $1.15. Renews 3 Nov 2026.	Active	Subscriptions inventory 17 Oct; delta 31 Oct
Cloudflare (Pages, Workers, D1)	Hosts sanad.wa3e.ai, the follow-up worker, the database, and this dashboard (briefing project).	Plan not confirmed in any receipt	cost unknown. The Operating Model estimated $5/month for Workers Paid; it is an estimate, not a confirmed purchase.	Active	site-versions; Operating Model
Domains	sanad.wa3e.ai is a subdomain of wa3e.ai. sanadjobs.com was recommended.	wa3e.ai registrar plan not sourced	wa3e.ai: cost unknown (an unsourced GoDaddy SAR 818 line is open in the subscriptions audit). sanadjobs.com: NOT bought; ≈ $10–12 per year is an estimate.	Active / proposed	Subscriptions inventory 17 Oct; Operating Model
Moyasar	Card, mada and Apple Pay checkout.	Live merchant account (approved 29 Oct 2026)	Setup fee paid: SAR 517.50 (450 + 15% VAT). Per-transaction fees unconfirmed (not published; market norm is only an estimate).	Live	Payments transcript 29 Oct; research 26 Oct
Tamara	Buy-now-pay-later at checkout.	Live on the site since 29 Oct 2026	Fees unconfirmed (quoted by Tamara, not published).	Live	site-versions v3-17 prod; research 26 Oct
Tabby	Buy-now-pay-later; logo on end cards.	Contract signed 30 Oct 2026; no API keys yet	Fees unconfirmed.	Integration pending	Lead status 31 Oct; site-versions v3-17 preview
Resend	Transactional and follow-up email (worker not sending yet).	not recorded	cost unknown; no Resend key is set on the follow-up worker yet.	Not live	followup/README.md
Gemini API	CV parsing in the backend.	not recorded	cost unknown	Active	Lead profile; OPERATING-MODEL

TOOL	WHY WE USE IT	PLAN	COST	STATUS	SOURCE
Notion	Client Base and design library.	not recorded	cost unknown	Active	Notion connector
Apify	Scraping connector available to the bots.	not recorded	cost unknown; use for سند not evidenced.	Available	connector list
Lovart (related, not سند-specific)	Design work for Boutique/Nura.	Basic	$32.00 per month (SAR 124.82), renewals failing since 26 Oct.	Dunning	Subscriptions inventory 17 Oct; delta 31 Oct
HyperFrames, ffmpeg, MediaPipe QA	Reel assembly and lip-sync QA.	local tools	no charge recorded	Active	UGC guidelines §1, §3

Versions

each refresh is saved as a locked copy

- v21-20261104-0516 · 4 Nov 2026 · 05:16 · +13 new
- v20-20261103-2104 · 3 Nov 2026 · 21:04 · +0 new
- v19-20261103-1700 · 3 Nov 2026 · 17:00 · +0 new
- v18-20261103-1410 · 3 Nov 2026 · 14:10 · +10 new
- v17-20261103-1102 · 3 Nov 2026 · 11:02 · +6 new
- v16-20261103-0805 · 3 Nov 2026 · 08:05 · +3 new
- v15-20261102-2104 · 2 Nov 2026 · 21:04 · +9 new
- v14-20261102-1701 · 2 Nov 2026 · 17:01 · +7 new
- v13-20261102-1404 · 2 Nov 2026 · 14:04 · +1 new
- v12-20261102-1105 · 2 Nov 2026 · 11:05 · +0 new
- v11-20261102-0809 · 2 Nov 2026 · 08:09 · +4 new
- v10-20261101-2102 · 1 Nov 2026 · 21:02 · +0 new
- v9-20261101-1710 · 1 Nov 2026 · 17:10 · +2 new
- v8-20261101-1405 · 1 Nov 2026 · 14:05 · +1 new
- v7-20261101-1107 · 1 Nov 2026 · 11:07 · +10 new
- v6-20261101-0809 · 1 Nov 2026 · 08:09 · +0 new
- v5-20261031-2109 · 31 Oct 2026 · 21:09 · +2 new
- v4-20261031-1707 · 31 Oct 2026 · 17:07 · +8 new
- v3-20261031-1409 · 31 Oct 2026 · 14:09 · +13 new
- v2-20261031-1103 · 31 Oct 2026 · 11:03 · +3 new
- v1-20261031-1040 · 31 Oct 2026 · 10:40 · +0 new

PART 2 · Published docs

Each doc below is the dashboard's redacted published copy, reproduced in full.

DOCUMENT · index.html

documents سند

.Redacted published copies; refreshed by sync-docs.py when a source changes

SOURCE	SOURCE UPDATED	DOC
sanad/onboarding/ALIAS-RUNBOOK.md	2026-11-02T19:30+03:00	Alias runbook
sanad-brand/BRAND-LOCK.md	2026-10-29T18:30+03:00	Brand lock
sanad/onboarding/CLIENT-DATA-RUNBOOK.md	2026-11-02T19:30+03:00	Client data runbook
sanad/CV-TAILORING-RULES.md	2026-10-29T18:30+03:00	CV tailoring rules
sanad/DATA-CONSENT-SPEC.md	2026-11-03T11:09+03:00	Data consent spec
sanad/intake/20261103-intake-form-draft.md	2026-11-03T11:10+03:00	Intake form draft (3 Nov)
sanad/applications/JOB-SOURCES.md	2026-11-02T16:03+03:00	Job sources
sanad/onboarding/MATCHING-RULES.md	2026-11-03T07:26+03:00	Matching rules
sanad/onboarding/defaults.md	2026-11-03T10:49+03:00	Onboarding defaults
sanad/OPERATING-MODEL.md	2026-11-03T11:09+03:00	Operating model
sanad/social/PHOTOS-AND-VIDEOS-DESIGN-GUIDELINES.md	2026-10-29T18:30+03:00	Photos & videos design guidelines
sanad/payments/RENEWAL-FLAGS.md	2026-11-03T09:17+03:00	Renewal flags
sanad/payments/SPEND-LEDGER.md	2026-11-03T12:26+03:00	Spend ledger
sanad/reels-library/STANDING-RULES.md	—	STANDING-RULES
sanad/reels-library/UGC-REEL-GUIDELINES.md	—	UGC-REEL-GUIDELINES

DOCUMENT · STANDING-RULES.html

reels: STANDING RULES (Bandar, 30 Oct 2026). Locked for all reels and all سند future scripts.

1. **Link in the bio.** Point viewers to the link in the bio («الرابط في البايو»). Never show the website address or any URL as text on screen, in end cards, or in captions. (The site is never written out; do not use «sanad.wa3e.ai» anywhere in a video or caption.)
2. **Save and share prompts**, fitted naturally near the end, before the end card: save («احفظ الفيديو لوقت لاحق») and share («أرسله لصديق يدوّر وظيفة»). Wording may vary reel to reel, the two asks must both be there.
3. **Vertical 9:16, 1080×1920**, made for social media, about 42 s or less.
4. **End cards show BOTH Tabby and Tamara (Bandar, 31 Oct 2026 9:22 AM, pt575u: "Bring back Tabby. All posts.").** Official «نقبل الدفع عبر تابي وتمارا» logos in real colours on white chips, pay note on every video and image post. This overrides the earlier "no Tabby until it is live" caveat. Template: `brand-endcard/` v3.

Earlier standing rules still apply: colours #2121F5 / #FAF8EA / white only (never neon green); end card «خل في ظهرك سند» (exact wording, one line, smaller than the logo); claims only about real features (CV upload, matching, a tailored CV per job, approve each job or turn on auto-apply for best-fit jobs, the dashboard); no invented stats, price or promo codes; «5,000+ employers» unverified and not used; voices are ElevenLabs eleven_v4_turbo only (Faisal = Firas_M; never Bandar's clone); every post labelled AI-generated and the characters never shown as real clients or staff.

Where these are applied: `PRODUCTION-PLAN.md` (section 0), every `reel-N/STUDIO-BRIEF.md` (section 0b) and every `reel-N/SCRIPT-DRAFT.md` (section 9).

DOCUMENT · UGC-REEL-GUIDELINES.html

UGC reel guidelines (LIVING DOC) سند

Lead. Created 30 Oct 2026, 1:30 PM (Riyadh) after reel 1 v6 was سند with the (سند) Owner: Bandar. Maintained by the Video Editor locked. Sources: Bandar's messages relayed by the Lead (ids in brackets), the Higgsfield usage log (`/workspace/higgsfield/usage.log`), `reel-1/test/NOTES.md` , `PRODUCTION-PLAN.md` , `STANDING-RULES.md` , `brand-face/identities/README.md` , the higgsfield-creative skill and the reel 1 work files.

0. UPDATE PROTOCOL (Bandar, pt537u: "update this document immediately after I approve each new job, to self-improve the video-making process; align with the video editor")

1. The moment Bandar approves (locks) any reel, card, template or fix: copy the approved file to `…/APPROVED.mp4` (read-only), then in the same turn add (a) any new preference to section 2, (b) the fix or technique that worked and any failure to avoid, (c) the credits spent to section 5, (d) a line to the changelog (section 7).
2. Never edit a preference's wording; if Bandar changes his mind, add a new row that supersedes it and mark the old one SUPERSEDED.
3. The Video Editor builds from this doc; the Lead updates it with new Bandar messages. Both read it before the next reel.
4. Never overwrite an APPROVED file. New versions get a new name (`-vN-candidate`).

1. Production pipeline that worked (reel 1)

1. **Script approved first** (Arabic, Copy Humanizer-cleared, Bandar's exact wording wins). Nothing is generated before approval of the script, then of the stills.
2. **Voice:** ElevenLabs `eleven_v4_turbo` only, one MP3 per line (L1…L8), never Bandar's clone. Reel 1 used the stock library voice «NoraS_F» for Jawaher (voice_id `FZeLZd39ejvLgzR2gY0t` ; stability 0.5 / similarity 0.8 / style 0.2, language ar). Mix all lines to one `vo.wav` ; keep a `timing.json` with each line's start.
3. **Stills:** from the identity hero + refs (nano_banana_2_1, 2k, about 2 cr each), framed half-body/chest-up, 9:16, same still for every model under test.
4. **Motion:** Kling 3.0 std 720p image-to-video, silent, neutral mouth, negative prompts; talking-head only where a face speaks, everything else is voice-over on our own UI cards (0 credits, built in HyperFrames/GSAP).
5. **Lip-sync:** Sync Lipsync 3 (`sync_so`) on the talking segments with the untrimmed ElevenLabs audio for that segment.
6. **Assembly:** HyperFrames 0.8.114 (`build.py` -> `index.html` , Tajawal, captions + cards in GSAP, `vo.wav`), `render --workers 2 --crf 24`, then `ffmpeg -c copy -movflags +faststart` . 1080×1920, 30 fps. Deterministic: unchanged parts re-render pixel-identical (SSIM 1.000), which is how "keep everything else identical" is proven.
7. **QA** (section 3) before showing Bandar. Save as `-vN-candidate` , report path + credits + contact sheet.

2. Bandar's preferences (every one logged, with what worked and what to avoid)

#	Date / id	Preference (Bandar)	Fix / technique that worked	Failure to avoid
P1	Oct, 30 pt525u	**Full consistency** between halves of the reel: same face, wardrobe, light, framing and the same level of expression. "First half is perfect, fix the second part after «أو» make it consistent".	Keep the approved first half frame-identical; regenerate only the weak part, from the last clean frame before the problem as Kling start image (same model, same Jawaher refs), so the seam is invisible (4-frame blend at a pause).	Re-doing the whole clip (drifts the approved half); a second half that is more/less smiley or expressive than the first.

Failure to avoid	Fix / technique that worked	Preference (Bandar)	Date / id	#
Trimmed audio: v3's `L6_trim.mp3` clipped the tail so the mouth closed 0.3 «لك» of s early. A base clip with a fixed smile: Sync keeps the smile and barely moves the lips (v5 "same .issue")	Sync Lipsync 3 with the **full, untrimmed** VO for the segment, `sync_mode: silence`, a video 0.4–0.5 s longer than the audio. Neutral-mouth Kling base so Sync has room to .articulate	**Synced lips, always.** Voice and mouth must .match; visible articulation on every word	Oct 30 12:11–12:46, pt525u, pt530u	P2
Trusting a timing/lag check alone: it found no drift in v5 while the mouth was shut. Trusting a single metric (it is .noisy)	Sample the final reel every 0.2 s; MediaPipe FaceLandmarker lip gap (L13/L14 over face height) vs speech energy (log-RMS of the VO); require mouth open/moving in the loud frames, then look at a 0.2 s contact .sheet by eye (section 3)	**Check for closed-mouth frames during .speech**	Oct 12:46, 30 pt530u	P3
v4/v5: holding a frame / mouth-patch crossfade to delay the smile produced a frozen closed-was «لك» mouth smile while .still audible	If the mouth is wrong, regenerate that segment (Kling + Sync), do not .retime	**Retiming or holds can freeze the mouth, so .don't rely on them**	Oct 12:46 30	P4
Letting the model improvise gestures; a hand held up while .the face goes neutral	Prompt for exactly one timed gesture ("hand rises after ~1 s, lowers by ~4.5 s"), negative prompts, inspect a 2 fps contact sheet for the hands. In v6 the gesture is different from the approved take (later, gentler) and was .accepted	**No odd body movements; natural hand timing.** One small presenting palm gesture that rises on the beat of the line and lowers softly before the last word; no jitter, no .melting hands, no extra fingers	Oct, 30 standing	P5
A prompt that mentions the smile early ("smile appears at ~5 s") made Kling grin through the whole last phrase (v6 attempt 1, discarded). Even in v6 the talking-smile ramps from about 7.1 s of the voice line «لك» (25.4 s of the reel), before ends. Known imperfection, accepted by Bandar; try harder .next time	Say it in the prompt: neutral warm expression throughout, "NO grin, NO teeth-smile while talking", gentle closed-lip smile only in the last half second; then confirm with the blendshape `mouthSmile` curve .against the last word's end	**The smile comes only after the final word** .(finished «لك» v4: smile started before)	Oct 12:40, 30 pt529u	P6
Caption «أو تشغّل التقديم التلقائي» appeared about 0.9 s after «أو» .(fixed)	Derive caption starts from the word timings of the VO (`v2/words.json`), not from the line start. Re-check after .every re-cut	**Captions timed to the words** (Tajawal Bold, white on #2121F5 pill, 2–4 words, safe .area)	Oct, 30 standing	P7
Restarting from scratch each round (spends credits, loses the approved half). Veo 3.1 needs the Plus plan and Veo 3.1 Lite returned rate_limit: not usable .on Starter	One shared still + prompt + VO across Kling 3.0, Seedance 2.0 Fast, Wan 3.0; Bandar picked Kling; then v2 → v6 refine Kling only, reusing good .parts (S3 hands reused from v1)	**Refine the closest model rather than redo; test on several models first** (Kling, .Seedance, Wan)	Oct 30	P8
Any other ratio or a Kling clip exported without the 716×1284 .crop being scaled to cover	Render at 1080×1920/30 fps; check . `ffprobe`	.about 42 s or less ,**1920×1080 ,9:16**	Oct, 30 STANDING-RULES	P9

#	Date / id	Preference (Bandar)	Fix / technique that worked	Failure to avoid
P10	Oct, 30 STANDING-RULES	**Link in the bio; never a URL on screen, in captions or in end cards.**	Pill «الرابط في البايو ↑» on the save/share card and the end card variant `-bio`.	Writing «sanad.wa3e.ai» anywhere (reel 11's spoken URL and reels 3/10/14 end cards were removed).
P11	Oct, 30 STANDING-RULES; redesign 1:30 PM	**Ask viewers to save and share**, before the end card. Current on-screen line (Bandar 1:30 PM): «احفظ الفيديو وشاركه مع شخص يحتاج وظيفة» (his "الفديو/وشاركك" read as typos).	Template `brand-templates/save-share-card/` (blue panel, bookmark + paper-plane buttons, single line, bio pill).	Two separate text lines and two plain circles (old reel 1 card, replaced in v7). Spoken L7 and on-screen wording must match in the next reel; reel 1's VO still has the older wording.
P12	Oct 12:13, 30 12:25, 12:37, 1:26 PM	**Signature end card on every سند video/image:** logo, the canonical slogan «نقبل الدفع عبر تابي وتمارا», real Tabby and Tamara logos in real colours on white chips, 9:16, no URL. **Slogan is now «خلّ ورا ظهرك سند»** (replaces «خل في ظهرك سند», Oct 30 1:26 PM).	`brand-endcard/` v3 (PNG + MP4 + bio variant + layers + source). Logos unmodified from the official kits (Tabby media kit `TabbyBadge.svg`; Tamara_Brand_Assets "Wordmark Gradient").	White single-colour logos (v1, rejected); recoloured/outlined logos. **Do NOT publish "we accept Tabby" until Tabby is live** (no API keys yet). Check the سند inner «» around with Bandar on first use; reel 1 v6 (locked) keeps the old slogan.
P13	Oct, 30 standing	**سند palette only: #2121F5, #FAF8EA, white. Never neon green.** Only exception: real third-party logos (Tabby, Tamara).	Tajawal, blue pills, cream cards.	Neon accents, gradients outside logos.
P14	Oct, 30 decided	**Approved apply wording:** «سند ما يقدّم إلا بموافقتك على كل وظيفة، أو تشغّل التقديم التلقائي ويقدّم عنك على الأنسب لك.» (without the leading «سند» after a سند line).	Used verbatim in L6 of reel 1; caption split «بموافقتك على كل وظيفة» / «أو تشغّل التقديم التلقائي».	Stop or edit through the team"" applies سند lines; any claim that without approval or opt-in.
P15	Oct 30–29	**Brand faces: Faisal (فيصل), Hessa (حصة), Jawaher (جواهر), Abdulaziz (عبدالعزيز), added 31 Oct 2026, P24; voice TBD, no Soul ID yet)**, fictional AI characters, labelled AI-generated, never real clients/staff/testimonials. Voices: ElevenLabs `eleven_v4_turbo` only; Faisal = Firas_M; Hessa and Jawaher final voices to be picked by Bandar (reel 1 used NoraS_F for Jawaher).	Identity files in `brand-face/identities/<name>/` (IDENTITY.md, refs, Soul IDs: Hessa `8bd08845-…`, Jawaher `034094bb-…`, Faisal `30484346-…`). Start talking shots from half-body or chest-up stills; re-check glasses/agal each clip.	Wide hero frames as the Kling start (face too small = soft); two Soul faces in one shot (not possible, alternate shots).
P16	Oct 1:26 30 PM	**Progress rings: the number centred inside the ring, label «آخر المستجدات».** Dashboard/progress cards; reels 2, 14 and) any status card).	Build in HyperFrames with the number absolutely centred (flex centre, tabular numerals), label below the ring in #2121F5 Tajawal.	Off-centre numbers; other label wording. (Not yet used in an approved reel: confirm the look on first use, then update this row.)
P17	Oct, 30 standing	**Scripts approved before any generation**; Bandar's exact Arabic replaces the closest existing line (section 0b of PRODUCTION-PLAN).	Approve scripts → approve stills → generate → QA → lock.	Generating (and spending credits) on unapproved copy.

#	Date / id	Preference (Bandar)	Fix / technique that worked	Failure to avoid
P18	Oct, 30 standing	**Higgsfield through Mira's Studio and the shared credit rules.**	One shared pool on the Starter plan; check the balance before any job over 20 credits; append a line to `/workspace/higgsfield/usage.log` after every session; download every output; no top-ups, no plan changes (Bandar/Emily decide); Starter cannot use Seedance 2.5, Seedance 2.0 full, Veo, start+end frame control, Speak/UGC builder. Max 2 videos and 4 images at once.	Spending beyond the stated cap without asking; subscribing or changing plan from any checkout page.
P19	Oct, 30 standing	**Claims only about real features;** no invented stats/price/promo, «5,000+ employers» unverified and not used; matching/dashboard screens labelled «عرض توضيحي · بيانات تجريبية»; -do not post matching dependent reels until matching is live.	Cards built by us, always labelled.	Showing mock results as real.
P20	Oct 12:46 30	**Report format:** path, credits, and a contact sheet PNG of the part that changed.	`reel-1/sanad-reel1-v6-second-half-contact-sheet.png` (0.2 s tiles with time, mouth opening, VOICE flag).	Reporting only metrics.
P21	Oct 2:00 30 PM pt548u; widened 3:06 PM pt556u to three platforms	**PAUSED 31 Oct 2026 10:18 AM by P25 ⏸ (cuts only on "repurpose"). Every piece of content Bandar approves (video OR image) is repurposed for THREE platforms: X, Instagram and TikTok**, each built for its own safe margins and format (section 3b), and ALL files are uploaded to Google Drive (folder `Sanad Reels/Reel N`, or `Sanad Content/<item>` for images) for him to download. Naming: `sanad-<item>-<Platform>-vV-YYYYMMDD.<ext>` (platform, version number, date), e.g. `sanad-reel1-X-v7-20261030.mp4`. Send Bandar the Drive folder link plus each file link. Video: 1080×1920 9:16 for TikTok and Instagram; X also 1080×1920 (X plays vertical video), keep text inside the X safe box and the essential content inside the centre 4:5 area, since X crops vertical video to 4:5 in the timeline preview. Images: Instagram 1080×1350 (4:5), TikTok 1080×1920, X 1600×900 (16:9) or 1080×1350. Audio is never changed.	Re-render the overlays per platform (`reel-1/platform-v7/make.py <tiktok|instagram|x>`), copy the audio from the approved file, and draw a check image with the safe zones (`platform-v7/check.py`). 0 credits. Do this immediately after approval, without asking.	One master posted to every app; text under any platform's UI; forgetting X or the Drive upload.

Failure to avoid	Fix / technique that worked	Preference (Bandar)	Date / id	#
Note the face is always full-bleed (hair top sits above the X/IG 4:5 crop, eyes and mouth inside). HeyGen output is 25 fps: re-encode to 30 fps. Do not use HeyGen for lines that need a calm, closed-lip delivery without testing. Check the HeyGen wallet before and after every run; never top up without Bandar/Emily. Pilot clips still get the P12 end card (Tamara only while Tabby is not live) and the three P21 platform cuts.	Pilot clip (reel 13, Jawaher, 10 s line `line.mp3`, one front still): HeyGen v3 API `POST /v3/videos` `type:image` + `audio_asset_id` (own ElevenLabs MP3, no HeyGen TTS), 1080p 9:16, default expressiveness, ≈4 min render. qa_lip: mouth open 77% of loud frames, moving in 59% of 0.5 s windows (A 51%/22%, B 67%/48%, C 77%/41%). **Costs (same 10 s line): D $0.40 (wallet 5.00 → 4.60, ≈$0.04/s); A 53.5 Higgsfield credits; B $1.62 (10.109 s × $0.16/s, fal); C $1.17 (10.133 s × $0.115/s, fal; B and C computed from billed duration, the fal key cannot read the balance).** Approved file `reel-13/sanad-reel13-pilot-heygen-D-APPROVED.mp4`; compare grid `reel-13/pilot-lipsync/pilot-compare-grid-2x2.mp4`.	**Lip-sync engine preference: HeyGen Avatar IV (D) over Kling 3.0 + Sync Lipsync 3 (A), OmniHuman 1.5 (B) and Kling AI Avatar v2 Pro (C).** Bandar prefers it because it is more expressive (head motion, wide articulation). The constant grin (mean smile 0.63, max 0.95) was noted and accepted; it supersedes the "no grin while talking" wish of P6 for HeyGen talking-head pilots only (P6 still applies to Kling/Sync reels).	Oct 2026 31 9:03 AM, pt572u ("I like D, lock it in")	P22
Dropping either logo; recolouring logos; a pay note that names only one provider. Note: STANDING-RULES.md had no Tabby clause; it is now rule 4. The 30 Oct Tamara-only rule in X-pack copy (`social/x/…approval-pack*.md`, "no Tabby/Tamara/payment methods") is a separate copy rule, not changed here: ask Bandar if text posts should name Tabby too.	Canonical end card = v3 (`brand-endcard/sanad-endcard-v3.png|mp4`, layers `layers-v3/`): Tabby `TabbyBadge.svg` (official media kit) + Tamara "Wordmark Gradient" (official assets), unmodified. Platform fit: scale the layer bbox (x103–979, y344–1365) into each safe rectangle (TikTok 0.90, Instagram 0.96, X 1.0). Options 3 and 4 regenerated with both logos (`brand-endcard/options-20261031/`).	**Every end card shows BOTH the Tabby and the Tamara official logos in their real colours, with the pay note «نقبل الدفع عبر تابي وتمارا».** This is Bandar's own instruction and **SUPERSEDES** the "do not publish we accept Tabby until Tabby is live" caveat in P12, open flag 3, the Tamara-only end card of 9:03 AM (P22 turn) and the Tamara-only wording of options 3 and 4 (9:20 AM). Applies to ALL posts (videos and images). Slogan stays «خلّ وراظهرك سند» on one line, smaller than the logo; palette #2121F5 / #FAF8EA / white only, the two logos on white chips in real colours; no URL.	Oct 2026 31 9:22 AM, pt575u ("Bring back Tabby. All posts.")	P23
Passport-style stills and generic Middle-Eastern faces (rejected twice); prompts without explicit Najdi/Hejazi features and sharp-lined Saudi beard; hands or angled body in lip-sync stills.	Hero `reels-library/characters/male-01/option-15-APPROVED.png`; identity `brand-face/identities/male-01/IDENTITY.md`. Nano Banana 2.1 9:16, 1.5 cr per still, 24 cr total for 16 options; 4 new faces per round. No Soul ID yet (25 cr, only on Bandar's request); use image-reference generation from the hero. For lip-sync use P22 (HeyGen Avatar IV) with a frontal chest-up still, hands out of frame.	**New male brand face Abdulaziz (عبدالعزيز), named by Bandar 31 Oct 2026, (male-01) (voice TBD), approved after 4 rounds / 16 options (rounds 1-3 rejected: "None. Regenerate", then "doesn't look Saudi enough").** Hejazi Saudi man ~28, warm medium-brown skin, full short sharp-lined beard, glossy gelled black hair, rimless glasses, white thobe, Jawaher studio style (option 15).	Oct 2026 31 10:09 AM, pt584u ("15 approved")	P24

Failure to avoid	Fix / technique that worked	Preference (Bandar)	Date / id	#
Building TikTok/Instagram/X cuts automatically after .approval	Send the master, wait for approval, ."wait for "repurpose	**One video for approval only; NO automatic platform cuts.** Deliver a single 9:16 master to Bandar and stop. TikTok and X versions are made ONLY when Bandar says **"repurpose"**, which runs the `repurpose` skill (TikTok + X, safe zones per 3b, named `<project>-<video>-<Platform>-v<N>-<YYYYMMDD>.mp4`, uploaded to Drive). .Supersedes P21 until he says otherwise	Oct 2026 31 10:18 AM, pt591u ("No need to repurpose... show me a video for approval. And pause.")	P25

Lip-sync QA recipe (run on every talking segment before showing Bandar) .3

1. .Cut the segment from the final reel (`ffmpeg -ss … -t …`)
2. Per frame: MediaPipe FaceLandmarker (`/workspace/tools/face_landmarker.task` , venv `/workspace/tools/venv-qa` , scripts `reels-library/reel-1/test/v3/v6/m.py` , `sm.py`): lip gap = |L14.y − L13.y| / face height; width = |L291.x − L61.x| / .face height; blendshapes `jawOpen` , `mouthSmileLeft/Right`
3. .Speech energy: VO resampled to 16 kHz, log-RMS in a ±25 ms window at each frame time
4. Print one row per 0.2 s: time, voice-line time, opening, width, dB. Pass = mouth open (> 0.04) in roughly 80%+ of loud frames, and moving (std > 0.02 per 0.5 s window), closures only in gaps; no open mouth in silence before the first word; smile curve low .until the last word ends
5. .Build the 0.2 s face contact sheet (28 tiles for a 5.6 s tail) and look at it. Metrics are noisy, the sheet decides
6. Also confirm the caption starts within ~0.1 s of its first word and that frames outside the edit are SSIM 1.000 against the approved file. Note: Sync's output file has an audio offset of about +330 ms in the container; ignore it, the reel plays the .HyperFrames `vo.wav` . Mouth opens ~100 ms before the audio peak, which is normal

3b. Platform safe zones, 1080×1920 (checked 30 Oct 2026; apply to every video AND image, P21)

What went wrong on reel/hero in Bandar's TikTok screen recording (30 Oct 2:05 PM, iPhone 1290×2796, business-account profile opened from a search): TikTok scales the 9:16 frame to the full screen height, trims about 50 px per side, draws a "Find related content" line from y≈1600 down, a promo banner at the very «تعرف على سند» + search bar over the top ~280 px, a location chip + username bottom, and the like/comment/save/share column from x≈910 down. Our burned-in captions at y≈1360–1470, the top-left logo / pill at y≈270 and anything near the right edge were covered or cut. | | Top clear | Bottom clear | Left / right | Right button column | Also | |---|---|---|---|---|---|---| | **TikTok** (design rectangle used: x 120–910, y 290–1440) | **≥ 280 px** (search bar; official ad template 240) | **≥ 480 px** (measured in-app: username/caption start at y≈1600, so 320; the CTA line and ads/boost banner add more; official ad template 660) | ≥ 120 px left; ≥ 170 px right | x ≥ 910 from y ≈ 840 down (about 140–170 px wide; official template says 300) | Boosted/Spark posts add a CTA button: treat the official 240 / 660 / 120 / 120 template as the strict zone if a video is ever promoted. | | **Instagram Reels** (design rectangle used: x 100–940, y 280–1500) | **≥ 270 px** (Meta official: 269; status bar + Reels header) | **≥ 420 px** (measured ~320–420; Meta official ad template 672) | ≥ 65 px official; we keep 100 | x ≥ ~940 from y ≈ 1150 down | **Grid and feed crops:** the profile grid shows the centre 3:4 (1080×1440, y 240–1680) and a Reel shared to the feed can show the centre 4:5 (1080×1350, y 285–1635): keep hook text, face and cover title inside y 285–1635. (Sources disagree on the exact grid ratio, so use the stricter 4:5 for anything essential.) | | **X** (design rectangle used: x 90–990, y 290–1470) | **≥ 80 px** (community measurement), but keep text and the face below **y 285** so they survive the 4:5 timeline crop | **≥ 450 px** (community measurement; player controls along the bottom) | ≥ 80 px each side; we keep 90 | no side button column in the vertical viewer | **Timeline crop:** keep essentials inside the centre 4:5 (1080×1350, y 285–1635) as Bandar specified. **X publishes no safe zone for organic video**: the 80/450/80/80 figures are third-party measurements (superguides.pro, checked 23 Oct 2026, low confidence). X's own specs list 1080×1920 (min 720×1280), H.264 + AAC LC, 5–10 Mbps target, up to 2:20, but say nothing about how a standalone 9:16 video is cropped in the timeline; they only say Amplify Sponsorships crop tall video to 1:1 and an old page says 1:1 may crop to 16:9 on mobile. If X ever crops reel 1 to 1:1 (y 420–1500) the top of the face would be cut: use the 4:5 rule unless Bandar sees otherwise on his own timeline. | Rules: (1) keep every text card, caption pill, bio pill, logo and the end card (logo, slogan, Tabby/Tamara) inside the design rectangle; full-bleed backgrounds and the face video may bleed outside it. (2) Captions sit at y≈1320 (TikTok) / 1380 (Instagram) / 1350 (X), i.e. just above the bottom limit. (3) Never use black bars; if a re-render is not possible, scale the whole frame down onto #FAF8EA or #2121F5. (4) Re-check numbers against current sources each quarter; there is no official organic spec, only ad templates (TikTok In-Feed 240/660/120/120; Meta Reels 269/672/65/65) plus in-app measurements. Sources read 30 Oct 2026: quelta.ai/tools/safe-zones/tiktok, solidlabs.com/social-safe-zones, adchecklab.com/specs,

shotcraft.video/reference/platform-safe-zones, creobee.com Instagram reel safe-zone page, cadenus.io Instagram safe zone, fooh.com .Instagram grid

Techniques and failures to avoid (technical) .4

- Do not trim the VO fed to Sync (clipped final syllable). Feed the whole line from a frame before the first word to the end; use `silence` . mode and a video longer than the audio
- Start the regenerated segment from the exact last good frame of the approved clip (frame 76 / 3.17 s for reel 1), so continuity is .automatic; blend 4 frames, never longer
- .Neutral, non-smiling base + explicit "no grin" prompt; put the smile in the last half second only
- .Hands: ask for one gesture, check the contact sheet
- Higgsfield `generate_video` may warn about a preset ("IN THE DARK"): decline with `declined_preset_id` inside `params` , .never the preset
- HyperFrames: render in the background (`nohup … &`) and poll, a foreground render was interrupted once. ffmpeg `tpad` needs `setpts=N/30/TB` after it. Headless `google-chrome --screenshot` makes transparent PNG layers (Playwright's browser is .not installed)
- .Uploads: `media_upload` → `curl -X PUT -H "Content-Type: …" --data-binary @file URL` → `media_confirm`
- .Jobs of Sync Lipsync take 5–15 min; run the next prep in parallel
- .Veo is not available on Starter; Seedance 2.0 Fast and Wan 3.0 were weaker than Kling for this face

Credits (observed, Starter plan, shared pool) .5

Unit costs: nano_banana_2_1 2k still ≈ 2 cr; Kling 3.0 std 720p ≈ 1.25–1.75 cr/s (6 s = 7.5; a 3-clip 15 s batch = 26.25); Seedance 2.0 Fast ≈ 2.5 cr/s; Wan 3.0 720p ≈ 1.75 cr/s; Sync Lipsync 3 ≈ 3.6 cr/s (5.5 s = 19.8; a 6 s run = 21.75). Soul ID training 25 cr each; reference-sheet images 1 cr each. Voice-over b-roll, UI cards, captions, end cards, save/share card: 0 Higgsfield credits. **Reel 1 total ≈ 422.7 cr** (model test 232.8, v2 58.5, v3 55.05, v4 21.75, v5 0, v6 54.6, v7 0). Identity library (one-off) ≈ 124.1. Balance after v6: 761.04. Per-reel planning figures for the other 14 reels are in PRODUCTION-PLAN.md section 1; update them with the real reel-1 figure (about 423 vs planned 73 with re-rolls: talking-head refinement is the expensive part, budget 2–3 refinement rounds). **Reel 13 lip-sync pilot (31 Oct 2026, one 10 s line, four engines):** A Kling3 + Sync3 = 53.5 Higgsfield credits; B OmniHuman 1.5 (fal) = $1.62; C Kling AI Avatar v2 Pro (fal) = $1.17; D HeyGen Avatar IV = $0.40 (chosen, P22). HeyGen wallet $5.00 → $4.60; fal balance not readable by the API key (B and C costs computed from billed duration × list price; another process may have run duplicate fal jobs on 31 Oct 08:39–08:46, so .check the fal dashboard). Higgsfield balance after A: 462.39

Assets index .6

- Locked reel: `reels-library/reel-1/sanad-reel1-v6-APPROVED.mp4` (also keeps `sanad-reel1-kling-v3-` . `APPROVED.mp4`, the earlier approved first-half master)
- Platform cuts of reel 1 v7 (P21, paused by P25: only on "repurpose"): `reel-1/sanad-reel1-TikTok-v7-20261030.mp4` , `reel-1/sanad-reel1-Instagram-v7-20261030.mp4` ; sources `reel-1/test/hf-tiktok` , `hf-instagram` ; builder + check script + check images in `reel-1/platform-v7/` (`qa/check-TikTok-v7-20261030.png` , `qa/check-Instagram-v7-` . `20261030.png`). Drive folder: Sanad Reels/Reel 1
- X cut of reel 1 v7 (P21, paused by P25: only on "repurpose"): `reel-1/sanad-reel1-X-v7-20261030.mp4` , source `reel-1/test/hf-x`, check image `reel-1/platform-v7/qa/check-X-v7-20261030.png` ; build with `python3 platform-v7/make.py x` (modes: tiktok, instagram, x), then mux audio from the approved file, then `python3 platform-v7/check.py X` . `<file> <png>`. Same Drive folder (Sanad Reels/Reel 1)
- End card v3: `brand-endcard/sanad-endcard-v3.png|mp4` , `sanad-endcard-bio-v3.png|mp4` , `layers-v3/` , README; .older v1/v2 kept
- . /Save/share card template: `brand-templates/save-share-card`
- Hero video with end card: `hero-videos/out/sanad-hero-6a-v5-endcard-v2.mp4` (old slogan; rebuild with v3 when next .touched, source hero `sanad-hero-6a-v4-APPROVED.mp4`)
- .Identities: `brand-face/identities/` . Plan: `reels-library/PRODUCTION-PLAN.md` , rules: `STANDING-RULES.md`

7. CHANGELOG, reel 1 «سيرتك ترفعها مرة وحدة بس» (Jawaher, 36–37 s)

Version	Date	What changed	Why	Credits
Model test (Kling / Seedance / Wan)	Oct 30	Same stills, prompts and VO on 3 models; same HyperFrames cards.	Pick the closest model (P8). Kling won.	232.8
Kling v1	Oct 30	First assembled version (Kling 3.0 std, Sync on S1 + S6, S3 over-the-shoulder hands).	Baseline.	in the 232.8
Kling v2	Oct 30	New still-body Kling bases for S1 and S6 (silent, neutral mouth, negative prompts) + Sync on S1 (3 s) and S6 (9 s); S3 hands reused from v1.	Mouth/body artefacts of v1.	58.5
Kling v3 (**approved first half**)	Oct 30	Two expressive S6 bases with one timed presenting gesture; Sync on the chosen one (trimmed L6). Saved as `sanad-reel1-kling-v3-APPROVED.mp4`.	Hand timing and expression (P1, P5). Bandar: "first half is perfect."	55.05
v4-candidate (+ v2 logos)	Oct 30 12:12–12:37	Attempted tail re-sync from 3.0 s (not used: timing identical to v3), added the signature end card, then real Tabby/Tamara logos on white chips.	Bandar: second half after «أو» mismatched (P2); end card rule (P12).	21.75
v5-candidate	Oct 30 12:40	Smile delayed by a mouth-patch hold + crossfade; real-logo end card.	Smile started before «لك» finished (P6). **Failed**: froze the mouth (P4); Bandar: "same issue."	0
v6-candidate → **v6 APPROVED**	Oct 30 12:46 → locked 1:25 PM	Regenerated everything from «أو» to the end: Kling 3.0 std 6 s from frame 76, neutral-expression prompt; Sync Lipsync 3 with the full untrimmed L6 audio. Verified every 0.2 s (mouth open in ~83% of loud frames, moves in every 0.5 s window). First 18 s pixel-identical, first 36 s audio bit-identical.	Real articulation (P2, P3), consistency (P1). Known: talking-smile starts ends (P6), «لك» before hand gesture later than approved take.	54.6 attempt 1) discarded: (27.3
v7-candidate	Oct 30 1:31 PM	Built on v6 APPROVED, **only the save/share card changed**: new bio pill on top, blue panel with bookmark + paper-plane) layout bio cue ,«احفظ الفيديو وشاركه مع شخص يحتاج وظيفة» buttons, single line kept, template saved. Everything outside 26.7–32.7 s verified SSIM 1.000, audio md5 identical.	Bandar 1:30 PM redesign (P11). Spoken L7 still has the older wording; end card still has the old slogan (locked file).	0
v7 TikTok + Instagram cuts → **APPROVED 3:03 PM**	Oct 30 2:30 PM	Same v7 (audio bit-identical, no lip-sync/voice/timing change); overlays re-rendered per platform: caption pills moved from y≈1360 to 1320 (TikTok) / 1380 (Instagram), badges to y 290 / 280, every card group and the end card scaled (0.84–0.98) into the safe rectangle, end card keeps the OLD slogan to match the locked L8 voice. H.264 High crf 14 (~5 Mbps), AAC copied. Files `sanad-reel1-TikTok-v7-20261030.mp4`, `sanad-reel1-Instagram-v7-20261030.mp4`.	P21: Bandar said the video did not fit the TikTok screen.	0
v7 X cut	Oct 30 3:20 PM	Same v7, audio MD5-identical, overlays re-rendered for X: x 90–990, y 290–1470, captions at y 1350, essentials inside the centre 4:5 (y 285–1635). H.264 High crf 14, AAC copied. File `sanad-reel1-X-v7-20261030.mp4`.	P21 widened to X, Instagram, TikTok (pt556u).	0

8. Open flags

1. Slogan: confirm the inner «سند» on first use of end card v3; reel 1 locked file keeps the old slogan on card and in voice guillemets (L8). A re-cut would need a new L8 (ElevenLabs only).

2. Reel 1 L7 voice says «لصديق يدوّر وظيفة»; on-screen card now says «لشخص يحتاج وظيفة». Re-record L7 (ElevenLabs, 0 Higgsfield credits) if Bandar wants them identical.
3. Tabby is not live: no publish of "we accept Tabby" until it is. **SUPERSEDED 31 Oct 9:22 AM (P23, pt575u): Bandar brought Tabby back on every end card.**
4. Progress-ring look (P16) not yet shown to Bandar; Hessa/Jawaher final voices still to be picked; reel 1's NoraS_F is a library voice.
5. PRODUCTION-PLAN.md credit table predates reel 1 actuals (about 423 vs 73): update before planning the next reel.
6. The TikTok screen recording Bandar sent (pt547u) shows the HERO video (uploaded to @sanadwa3e, «قدّمت على وظايف...» dashboard/phone-mockup), not reel 1. The same margin problems apply; a TikTok/Instagram cut of the hero (sources under `hero-videos/projects`) is still to be made if he wants it.

Approval log update · 30 Oct 2026, 3:03 PM (Riyadh)

- **APPROVED by Bandar:** reel 1 platform cuts `reel-1/sanad-reel1-TikTok-v7-20261030.mp4` and `reel-1/sanad-reel1-Instagram-v7-20261030.mp4` (Drive: Sanad Reels/Reel 1). These are now the files to post: the TikTok cut on TikTok, the Instagram cut on Instagram.
- What met his preference: overlays re-rendered into each platform's safe zone (section 3b), the face kept full-bleed and natural, audio and lip sync byte-identical to v7, 0 credits. Confirms P21 (two platform versions per approved video) works as specified.
- Next time: build both platform cuts from the start rather than retrofitting after a master is locked.
- Oct 3:06 PM (pt556u): P21 widened from two platforms to three (X, Instagram, TikTok). It applies to every approved piece of content, video or image, and every file goes to Google Drive for Bandar to download.

Approval log update · 31 Oct 2026, 9:22 AM (Riyadh)

- **Bandar (pt575u): "Bring back Tabby. All posts."** Logged as P23 (supersedes the no-Tabby caveat). STANDING-RULES.md rule 4 added.
- Rebuilt reel 13 pilot D platform cuts with the Tabby + Tamara end card: `reel-13/sanad-reel13-pilotD-{TikTok,Instagram,X}-v2-20261031.mp4` (Drive: Sanad Reels/Reel 13). The v1 (Tamara-only) files are superseded.
- Audit: the only approved/pending files whose end card dropped Tabby were the three reel 13 v1 cuts. Reel 1 v6 and its v7 TikTok/Instagram/X cuts, reels 3, 5, 8, 9, 10, 11, 12 v1 candidates and hero 6a v5 end-card all already show Tabby + Tamara (checked on the last frame, 31 Oct).
- End-card options 3 and 4 regenerated with Tabby + Tamara (`brand-endcard/options-20261031/`).

Approval log update · 31 Oct 2026, 9:03 AM (Riyadh)

- **APPROVED by Bandar (pt572u, "I like D, lock it in"):** reel 13 lip-sync pilot version D (HeyGen Avatar IV). Master: `reel-13/sanad-reel13-pilot-heygen-D-APPROVED.mp4` (read-only). Preference logged as P22; costs in section 5.
- Platform cuts (P21, paused by P25: only on "repurpose") built the same turn: `reel-13/sanad-reel13-pilotD-TikTok|Instagram|X-v1-20261031.mp4` (10 s clip unchanged + 4.5 s end card, 14.5 s). Builder `reel-13/pilot-lipsync/platform/make.py`, checks `platform/check-<Platform>-v1-20261031.png`.
- End card applied per P12 (rule says every video): the Tamara-only variant, built 31 Oct from v3: logo, slogan «خلّ ورا ظهرك «سند»», Tamara logo only. **No Tabby anywhere** (not live). Source `brand-endcard/src/card-v3-tamara.html`, layers `brand-endcard/layers-v3-tamara/`, still `brand-endcard/sanad-endcard-tamara-v3.png`. Fit into each platform's safe rectangle (scale 0.90 TikTok, 0.96 Instagram, 1.0 X). No save/share card and no bio pill (not a finished reel). Open flag: the slogan guillemets still await Bandar's first-use check, and Tamara's «we accept» line should be confirmed with Bandar since STANDING-RULES say no payment method until cleared and live. **SUPERSEDED 31 Oct 9:22 AM by P23: end cards now show Tabby and Tamara; the Tamara-only cuts (v1-20261031) were rebuilt as v2-20261031.** Source `brand-endcard/layers-v3-tamara/` on one line and smaller than the logo, «نقبل الدفع عبر تمارا»,
- The Video Editor should read P22 and this entry before the next talking-head reel.

X (Twitter)

Approved by Bandar 30 Oct 2026 (3:07 PM Riyadh). Source pack: `/workspace/sanad/social/x/20261030-x-approval-pack-FINAL.md` (cleared by Copy Humanizer and Emily). Posting queue: `/workspace/sanad/social/x/posting-queue.json`.

Approved profile

- **Display name:** «سند | وظائف»
- **Bio (A, 147/160):** خلّ ورا ظهرك «سند». ارفع سيرتك مرة وحدة، ويطابق لك الوظائف ويجهّز سيرة خاصة لكل وظيفة. ما يقدّم إلا على اللي توافق عليه، أو تفعّل التقديم التلقائي.
- **Location** · السعودية **Website:** https://sanad.wa3e.ai
- **Handle:** the account is @Wa3eA87641 until Bandar picks one (@sanadjobs is taken; @sanadjobs_sa proposed). Leave unchanged until he answers.
- **Avatar** `social/x/sanad-x-avatar-400x400.png`, **header** `social/x/sanad-x-header-1500x500.png` (built by `social/x/make_assets.py`; v1 kept as `-v1.png`)
- **Header rule:** the logo (wordmark + rule + slogan, one group) is **exactly centred** on (750, 250), measured by the visible-pixel bounding box of the non-background pixels, not the canvas or text box. Keep the group inside the mobile-safe centre zone (about 1000×300, x 250–1250, y 100–400). **Keep the avatar overlap zone (about x 0–360, y 330–500) clear.** Exact centring takes priority. Colours #2121F5 / #FAF8EA / white only. Verify by computing the bbox centre after every regeneration.

Rules

1. **Account:** free account only (no Premium, no ads, no spending). Actions are by hand or in a human-approved session; **no auto-replies, DMs, follows or bots.** Nothing public before Bandar approves the copy.
2. **Brand:** #2121F5 / #FAF8EA / white only, locked wordmark, no neon. Avatar 400×400 inside the circle crop.
3. **Text posts:** one idea per post, ≤ 280 characters (a URL costs 23), hook in the first line, a clear next step (repost, reply, vote), 0–2 hashtags (only when it fits وظائف# or وظائف_السعودية#; 0 by default). One emoji at most as a pointer.
4. **Threads:** 5–7 posts, a hook post that stands alone, one idea per post, CTA and slogan in the last post. Any example person is labelled **fictional** inside the thread. Default last post is the no-price 7/7.
5. **Polls:** 4 options max, each ≤ 25 characters, 24 hours. Questions are about the audience's job-search experience, never a claim about سند. Publish real results in words afterwards, no invented numbers.
6. **Video:** MP4/MOV, H.264 + AAC, 30 fps, **9:16 at 1080×1920 (default)**, 1:1 only if built for it. Free limits: 140 s, 512 MB. Aim 15–40 s, burned-in captions (autoplay is muted), hook in the first 2 s. Reel 1 file for X: `reels-library/reel-1/sanad-reel1-X-v7-20261030.mp4`.
7. **Safe margins (9:16 1080×1920):** key text and faces inside x 65–1015, y 230–1632. Keep the bottom 15% (y > 1632) and the top ~12% clear of key text. No URL on screen. On X repost; wording = «أرسله», bookmark = «احفظ», and «الرابط في البروفايل» «أعد نشره لصديق يدوّر وظيفة». Reel 1's voice says «البايو»: accepted by Bandar, no re-record.
8. **AI label:** AI-generated faces carry the on-screen chip «شخصية مولّدة بالذكاء الاصطناعي» the whole video and the line «مولّد بالذكاء الاصطناعي. القرار النهائي عند جهة العمل.» in the post text. Characters are never shown as real clients or staff.
9. **Tone:** Saudi Arabic, plain and warm, like a friend who knows the job market. Short sentences. No hype, no guarantees («سند ما يضمن وظيفة»), no invented results, stats or testimonials. Don't shame the job seeker.
10. **Claims:** only what's built: CV upload, job matching, a tailored CV per job, apply only on jobs the user approves **or** auto-apply turned on for best-fit jobs, and the dashboard. Apply wording exactly: «سند ما يقدّم إلا على اللي توافق عليه، أو تفعّل التقديم التلقائي فيقدّم عنك على الوظائف الأنسب لك.». No government platforms or Nafath, and don't explain who applies (Bandar's rule, to Emily, 29 Oct). No Tabby, Tamara or any payment method until Bandar clears it and it is live.
11. **Price is held** unless Bandar approves showing it: post 4 and the priced thread 7/7 stay out of the queue.
12. **Links:** the website lives in the profile field and posts say «الرابط في البروفايل». **No link replies by default**; only if Bandar approves one, the URL goes in the first reply, never in post text or a video.
13. **Schedule (Riyadh, starting hypothesis, not data):** Sun–Thu mornings 8:30, lunch 12:30, late evening 9:30 PM; Friday and Saturday lighter. One or two posts a day at most; reply by hand to genuine replies within the day. Review analytics after two weeks.
14. **Process:** copy → Copy Humanizer → Emily → Bandar. Log every post with its date and link in the changelog.

Changelog

Date	Change
Oct 30 2026	X pack approved by Bandar. Header regenerated with the group's visible-pixel bbox centred exactly on (750, 250) (v1 kept). Posting queue created.

Approval log update · 31 Oct 2026, 10:09 AM (Riyadh)

- **APPROVED by Bandar (pt584u):** male presenter option 15 (male-01). Logged as P24. Files: `reels-library/characters/male-01/option-15-APPROVED.png` (read-only), identity `brand-face/identities/male-01/IDENTITY.md`, rejected options in `characters/male-01/rejected/`. Named Abdulaziz (عبدالعزيز) by Bandar; voice and Soul .ID are still TBD (no credits spent on the lock). Higgsfield spend on the 16 options: 24.0 credits (balance 462.39 to 438.39).
- The Video Editor should read P24 before the first male-presenter reel. Platform cuts (P21, paused by P25: only on "repurpose") apply once a reel with him is approved.

Approval log update · 31 Oct 2026, 10:18 AM

- P25: platform cuts paused; one approval video only; TikTok + X versions only on "repurpose" (skill `repurpose`). P21 is marked paused. Video Editor: follow P25 over P21.

Approval log update · 31 Oct 2026 (Riyadh), reel 14 Hessa remake

- **pt591u:** P21 paused, platform cuts only on 'repurpose' (new row P25). Reel 14 «Hessa remake» (remake of the artofthepossible.ai reel format: split screen, motion graphics on a light grid, rounded presenter window, hard cuts to full screen, karaoke captions, bed + SFX) is built as a single master for approval: `reel-14-hessa-remake/sanad-reel14-hessa-v1-20261031.mp4`. HeyGen Avatar IV (P22) lip-sync, ElevenLabs `eleven_v4_turbo` voice Layan_F (Saudi/Najdi, `gVzwmdZzRgBrNjXaTmi5`, already the Hessa slot in `_tools/specs.py`; **Bandar has not picked Hessa's final voice yet, flagged**). HeyGen cost $1.67 (wallet 4.60 → 2.93, 43.13 s). 0 Higgsfield credits. Build files in `reel-14-hessa-remake/work/` (`build14.py`, `mix14.py`, `mkvo.py`, `hg14.py`).

Approval log update · 31 Oct 2026, ~10:55 AM (Riyadh), reel 14 v2

- **pt597u ("Change the voice and accent to what Jawaher uses."):** Hessa uses **Jawaher's voice for reel 14 v2** (PENDING Bandar's approval). Voice = ElevenLabs `eleven_v4_turbo`, «NoraS_F» (voice_id `FZeLZd39ejvLgzR2gY0t`, Jawaher's reel 1 voice, language ar, stability 0.5 / similarity 0.8 / style 0.2 / speed 1.0), same 12-line Arabic script as v1, one take, no retries. HeyGen Avatar IV (P22) re-run on the Hessa still: 51.31 s, wallet 2.93 → 0.97 = **$1.96**. Output: `reel-14-hessa-remake/sanad-reel14-hessa-v2-20261031.mp4` (1080x1920, 30 fps, 53.27 s, one 9:16 version only, P25). End card with Tabby + Tamara (P23), captions and #2121F5 / cream / white unchanged. v1 (Layan_F) kept. Build files in `reel-14-hessa-remake/work-v2/`. Scene cuts and cycle timings were re-derived from the new word timings (the Jawaher voice is slower, so the reel is 8 s longer). Hessa's final voice is still Bandar's to choose.

P26 — Shared voice for Hessa and Jawaher (Bandar, 31 Oct 2026, 11:00 AM Riyadh) — LOCKED

- Hessa and Jawaher both use ElevenLabs NoraS_F (FZeLZd39ejvLgzR2gY0t), eleven_v4_turbo, stability 0.5, similarity 0.8, style 0.2, speed 1.0. This closes the open "Hessa final voice" item.
- Approval log: Reel 14 v2 (Hessa, Jawaher's voice, 53.27 s, 9:16) APPROVED and locked: reels-library/reel-14-hessa-remake/sanad-reel14-hessa-v2-APPROVED.mp4. No platform cuts until Bandar says "repurpose" (P25).

P27 — No on-screen AI label (Bandar, 31 Oct 2026, 11:04 AM Riyadh)

- Remove the «مولّد بالذكاء الاصطناعي» pill from all videos, face scenes included. Disclosure moves to each platform's own AI-generated content toggle, set at posting. Faces are still never presented as real clients or staff.

P28 — Slogan + sonic logo (Bandar, 31 Oct 2026, 11:04 AM Riyadh) — design pending approval

- The slogan reads «خلّ ورا ظهرك سند» with no brackets, then the logo pops in with a sonic logo, the same in every video. Tabby and Tamara sit lower on the end card.

P29 — TikTok link-fix copy (Bandar via Emily, 31 Oct 2026, 11:14 AM Riyadh)

- Caption 2 with 5 hashtags and NO AI line in captions, pinned comment 1, bio 4 (replaces the live bio). The TikTok AI-generated setting stays ON. Tabby/Tamara stay on end cards. Every post and bio change still needs its own approval.

P30 — Sonic logo + no written URL (Bandar, 31 Oct 2026, 11:23 AM Riyadh) — APPROVED

- Signature sound: piano J, sonic-v3-piano-20261031/sanad-endcard-sonic-v3-J-motif-pad.wav, dropped in at 0.8 s so it lands on the logo pop at 1.25 s, in every video.
- Never write the website as text. Point to the bio instead («الرابط في البايو»). This supersedes the sanad.wa3e.ai on-screen pill, caption and pinned comment idea from P29.

P31 — Head-to-shoulders default framing (Bandar, 31 Oct 2026, pt605u)

- Every brand face (Faisal, Jawaher, Hessa, Abdulaziz) is framed head to shoulders by default, never a tight face crop. Build it with `rf.face_window()` in `_tools/rf.py` (FACE_S / FACE_CY / FACE_BLACK_Y defaults). First used in reel 14 v3. If footage is too tight to pull back cleanly, show the best version and say so before paying for a new lip-sync.

P32 — Collision check is mandatory (Bandar, 31 Oct 2026, pt604u "Same overlapping issue")

- Run `_tools/collide_check.py <index.html>` (or `rf.collision_check`) on every reel template and get PASS before any reel or still is shown to Bandar: no two UI boxes overlap, and captions keep at least 24 px from every box. Report the result with the preview. Spliced re-exports (e.g. reel 1 v8) have no template: eyeball the contact sheet instead and flag it.

Final end card + reel 1 v8 (31 Oct 2026, P23/P27/P28/P30)

- Master: `brand-endcard/FINAL-20261031/` (mp4, png, wav, `src/layers.py` + `anim.py`). Slogan «خلّ ورا ظهرك», سند logo pill. No URL text, no AI chip. «الرابط في البايو», «نقبل الدفع عبر تابي وتمارا» pops at 1.25 s, piano J at 0.8 s, Tabby + Tamara chips low with 1080x1920, 30 fps, 4 s.
- Reel 1: `reel-1/sanad-reel1-v8-20261031.mp4` = kling-v3-APPROVED cut at 32.733 s end card «خل في ظهرك سند» old). PENDING Bandar's approval + (removed master. 36.73 s, one 9:16 master, no platform cuts (P25).

P33 — Reel 1 v8 and all older Reel 1 cuts RETIRED (Bandar, 31 Oct 2026, pt613u) — Reel 1 rebuilt as v9

- Bandar, 31 Oct 2026 (~11:35 AM Riyadh): reel 1 v8 "is an old video that is not applicable to the updated video design guideline, so stop using this video." RETIRED, do not send to Emily, do not post, do not build on: `reel-1/sanad-reel1-v8-20261031.mp4` and the older Reel 1 cuts it was built from: `sanad-reel1-v6-APPROVED.mp4`, `sanad-reel1-kling-v3-APPROVED.mp4`, the v7 candidate and the three v7 platform cuts (`sanad-reel1-TikTok|Instagram|X-v7-20261030.mp4`). Kept on disk as raw source only (Jawaher Kling + Sync lip-sync footage `reel-1/test/hf8/assets/clips/S1.mp4|S3.mp4|S6.mp4` and the ElevenLabs lines `reel-1/test/voice/L1…L8.mp3`); the cards, captions, face framing, bio pill and end card of those cuts no longer comply (P27, P28, P30, P31, P32, no link-in-bio on TikTok).
- Bandar, pt614u ("Yes"): rebuild Reel 1 from scratch under the current rules → `reel-1/sanad-reel1-v9-20261031.mp4` (one 9:16 master, no platform cuts, P25). Same approved script and voice, 0 paid generation.
- Bandar (via the Lead, pt612u): skip every reference to the link in the bio on TikTok. v9 has no spoken line (the first sentence of spoken L7 was cut out of the existing audio); end card = slogan + logo only, no bio pill, caption, card or «الرابط في البايو» (`brand-endcard/FINAL-20261031/sanad-endcard-FINAL-nopill-20261031.mp4`).
- **Reel 1 v9 built (31 Oct 2026, PENDING Bandar's approval):** `reel-1/sanad-reel1-v9-20261031.mp4`, 35.38 s, 1080x1920, 30 fps, one 9:16 master (P25). Build: `reel-1/work-v9/` (`build9.py` template on `_tools/rf.py`, `bake_face.py` face cut-out, render `hyperframes@0.8.114 --workers 2`, body 31.35 s + end card spliced). Face scenes S1/S6 = existing Jawaher Kling + Sync lip-sync footage, head-to-shoulders (P31) centred on the cream wall with side margins and a rounded, fading shoulder line (rembg u2net matte, no paid generation). No AI chip (P27), captions in their own lane at y 1300 below every card (P32 collision check PASS on the template), cards inside the safe rect x 160-920, no bio pill and no bio line (the first sentence of spoken L7 was cut from the existing audio), end card = FINAL master without the pill (`brand-endcard/FINAL-20261031/sanad-endcard-FINAL-nopill-20261031.mp4`): «خلّ ورا ظهرك», logo pop, piano J at 0.8 s, Tabby and Tamara low). 0 credits, 0 HeyGen. Known: HyperFrames 0.8.114 renders leave an 8 px black strip at the right edge (x 1072-1079); v9 crops 1072 px and rescales to 1080 (0.7 percent horizontal stretch). Spoken L7 still says «لصديق يدوّر وظيفة» while the card says «لشخص يحتاج وظيفة» (open flag 2).

P34 — Reel 1 v9 RETIRED (Bandar, 31 Oct 2026, ~11:50 AM Riyadh) — Reel 1 rebuilt as v10

- Bandar discarded `reel-1/sanad-reel1-v9-20261031.mp4` (cream-wall cut-out face scenes). RETIRED: do not send, post or build on it. He wants Jawaher's face scenes on her ORIGINAL office background, keeping her hands and laptop. Preference: do NOT cut Jawaher out onto a cream wall (`reel-1/work-v9/bake_face.py` is not to be reused for her).
- v10 rules: everything else from v9 (no AI chip, no bio line/URL, no-pill end card, piano J, Tabby/Tamara low, 8 px edge-strip fix, collision check PASS). Save-card line 2 changed to «وأرسله لصديق يدوّر وظيفة» to match the spoken L7; the extra caption «ويقدّم عنك على الأنسب» dropped. Output `reel-1/sanad-reel1-v10-20261031.mp4`, 0 credits.
- **Reel 1 v10 built (31 Oct 2026, PENDING Bandar's approval):** `reel-1/sanad-reel1-v10-20261031.mp4`, 35.38 s, 1080x1920, 30 fps (build `reel-1/work-v10/build10.py`, still `reel-1/sanad-reel1-v10-still.png`, QA `reel-1/v10-qa/`). Face scenes = Jawaher's original office footage (hands and laptop kept), captions in their own lane at y 1300 over her torso; collision check PASS; no AI chip, no bio/URL; no-pill end card + piano J; save card line 2 «وأرسله لصديق يدوّر وظيفة»; 8 px edge-strip crop fix. 0 credits.
- **Reel 14 v5 built (31 Oct 2026, APPROVED by Bandar 12:36 PM, see P35):** `reel-14-hessa-remake/sanad-reel14-hessa-v5-20261031.mp4` (53.27 s, 1080x1920, 30 fps). Hessa in a BLACK Jawaher-style abaya (still edit: Nano Banana 2.1 2k, 2 Higgsfield credits, try 1 of 3; 438.39 to 436.39), HeyGen Avatar IV re-run on that still with the existing voice track (51.30 s, wallet 5.97 to 4.00 = $1.97). Box framing: `_tools/face_panel_v6.py` (matte on wall, side margins, body to the bottom edge, no fade). Collision check PASS, 8 px right-edge strip fixed (crop 1072 + rescale 1080), lip QA open>0.04 in 78% of loud frames. Build in `work-v5/`, QA in `v5-qa/`.

P35 — Reel 14 v5 APPROVED and LOCKED; Hessa's look locked (Bandar, 31 Oct 2026, 12:36 PM Riyadh)

- Approved file: `reel-14-hessa-remake/sanad-reel14-hessa-v5-APPROVED.mp4` (a copy of `sanad-reel14-hessa-v5-20261031.mp4`), 53.27 s, 1080x1920, 30 fps. It replaces v2 as Reel 14's approved cut; v1 to v4 are superseded.
- Hessa's locked look: a BLACK abaya in Jawaher's style (wide, naturally sloped shoulders, loose, plain round neckline), with her white hijab, glasses and face unchanged. Source still: `sanad-reel14-hessa-v5-black-abaya-STILL-source-20261031.png`.
- Locked framing (face box): head and shoulders centred, headroom, side margins beside the shoulders, the abaya running straight to the bottom edge of the box with NO bottom fade and NO bottom margin. This refines P31 for every brand face. Tool: `_tools/face_panel_v6.py`.
- Lip-sync: HeyGen Avatar IV on the approved still plus the existing Reel 14 voice (NoraS_F, P26). Cost $1.97 HeyGen plus 2 Higgsfield credits, both logged in `/workspace/sanad/payments/SPEND-LEDGER.md`.
- Checks: the collision check passed (P32), and the 8 px right-edge strip was fixed (crop 1072, rescale to 1080).
- Open: spoken L10 (link in the bio) and the bracketed «سند» in L12 conflict with P28/P30. Bandar has the script and is editing the text, so a v6 is expected.
- **Reel 14 v6 built (31 Oct 2026, PENDING Bandar's approval):** `reel-14-hessa-remake/sanad-reel14-hessa-v6-20261031.mp4` (57.10 s, 1080x1920, 30 fps). Base = locked v5 look and framing (P35). Script: L2 «كل وظيفة يحتاج لها سيرة معدّلة، ورسالة، وساعات وانت تعيّي نفس البيانات.» and L11 «احفظ الفديو او شاركه مع صديق وتابعني، كل أسبوع أشارك نصايح تخليك اقرب وأقرب للحصول على الوظيفة الي تبيها.» re-recorded (NoraS_F, same settings, 176 chars), other lines byte-identical, re-spliced with mkvo; HeyGen Avatar IV re-run once ($2.13). Cities and sectors cards: both 760x258, 3+2 chip grid, equal chips and margins. Outro = FINAL no-pill «سند» end card + piano J (Bandar: no URL or website pill in any video); scene J bio pill removed too. On-screen brackets around «سند» removed from the profile card. Build `work-v6/`, QA `v6-qa/`.

P36 — No stills (Bandar, 3 Nov 2026)

Never use still images as shots. Every presenter shot is real moving footage filmed as one continuous setting, and inserts and cards play moving clips.

(Abdulaziz) Reel A v2 built (PENDING Bandar) — 3 Nov 2026, 12:26 PM Riyadh «سند عنده الحل»,

- **File:** `ref-DZVJaLFRNMx/render-v2/sanad-reelA-v2-20261103.mp4` , 60.13 s (56.13 s body + 4.0 s FINAL no-pill end card), 1080x1920, 30 fps, H.264 + AAC, one 9:16 master (P25, no platform cuts). Contact sheet `render-v2/CONTACT-SHEET-sanad-reelA-v2-20261103.png`, lip-sync sheet `render-v2/qa/lip-sheet.jpg` . Build: `render-v2/build_v2.py` + `shots_v2.py` + `gfx.py` + `mix3.py` + `finish.sh` (ffmpeg pipeline, `--workers` not used), Playwright captures `render-v2/work/cap_m.py` .
- **Bandar's 7 changes (3 Nov):** (1) no stills as shots (P36), one table scene, no mic; (2) caption and spoken N1 «سند عنده الحل: ترفع سيرتك مرة وحدة بس.»; (3) phone shot = full-screen real mobile capture of the site with scroll and tap; (4) two-blue-box «وما يقدّم» removed; (5) cards play moving clips (K2/K3/K4 crops, staggered slide-in); (6) «ثلاث خطوات» shot deleted; (7) question card «وش الفرق بين سند وإني أقدّم بنفسي؟» with typed «خل ورا ظهرك سند» (spoken, caption and end-card headline; piano J follows the CTA); text.
- **Engine (Bandar pt931u «Refer to the approved video editing guideline... And execute accordingly»):** lip-sync = HeyGen Avatar IV (P22/P24), v3 API `type:image` + own ElevenLabs MP3 (Fahad, eleven_v4_turbo), 1080p 9:16. Seedance not used for lip-sync, Intone not used (needs Plus). Two continuous takes (A 24.3 s: L1+N1+N2+L2; B 24.3 s: N3+L5+L6+N4+L7+L8+L9) so the edit cuts back to him at any word. Input = a frontal chest-up still of Abdulaziz generated from `base-table-scene.png` (input only, never a shot).
- **Inserts:** Kling 3.0 std 5 s silent K1-K5 from five table keyframes of the same man and room (6.25 cr each). Site shots: Playwright mobile captures (432x768 viewport at 2.5x = 1080x1920), 0 cost, tap dot and «مثال توضيحي · بيانات تجريبية» chip on M2/M3/M4. Graphics (question card typing, stat count-up, kinetic text on a faded K5 plate, steps cards) built as frame sequences, 0 cost.
- **Spend:** Higgsfield 37.25 cr this build (6 stills at 1.0 + 5 Kling at 6.25); v2 total 50.75 of the 250 cap (0.5 base + 13 Seedance probe + 37.25); balance 360.39. HeyGen USD 2.80 (3 runs: 0.93 + 0.93 + 0.94; try 1 discarded), wallet 5.33 to 2.53, no top-up. ElevenLabs 132 chars. Logged in `render-v2/SPENDLOG-v2.md` , `payments/SPEND-LEDGER.md/.csv` (SP-054 to SP-057) and `higgsfield/usage.log` .
- **QA:** collision check PASS (`_tools/collide_check.py` on `render-v2/work/layout-template.html` , a layout template generated from the same geometry because this reel is built with ffmpeg, not HyperFrames; build it with `python3 collide_tpl.py`). Lip-sync recipe (section 3, `render-v2/qa_reel.py` on the final reel, presenter shots only, 745 frames, face found 742): mouth open (>0.04) in 77% of loud frames, moving in 62% of 0.5 s speech windows, matching the approved HeyGen pilot D (77% / 59%); in silent gaps the mouth is open in 43% of frames (HeyGen's resting grin, max smile 0.78, accepted in P22). Captions start at the first word's start time (from the ElevenLabs word timings). No URL, no AI chip, palette #2121F5 / cream / white (the only other colours are the real Tabby and Tamara logos on the end card). 8 px strip: measured the right-hand 8 columns on 301 sampled frames, none is black, so the crop-1072-and-rescale fix was not needed for this ffmpeg build (the strip is a HyperFrames 0.8.114 artefact); not applied, to avoid a 0.7% stretch.
- **Learned (add to the process):**
- HeyGen Avatar IV invents hands (and once a phone and a watch) even when the input still is a hands-out chest-up crop; `motion_prompt` («hands stay out of frame, no objects») did NOT stop the hands (the phone went away). A frontal chest-up input is still right (P24), but hide hands in the edit: top-anchored push-in at zoom 1.22 to 1.34 (crop keeps the top 75% of the frame, face and shoulders) plus a soft bottom shade. Cost of the lesson: one discarded take (USD 0.93).
- HeyGen Avatar IV billed about USD 0.038 per second at 1080p (24.3 s = 0.93), slightly under the 0.04 planning figure.
- Capturing the live site for a reel: recolour the site's greens and WhatsApp button to #2121F5 / cream in the captured copy (the site has #16A34A, #4ADE80, #25D366), centre the approval card with CSS zoom so it does not sit alone at the top of an empty page, drive the tap with a drawn dot, and keep the page's own header logo (no extra logo overlay on M shots).
- For ffmpeg-built reels, run the P32 collision check on a generated layout template (`collide_tpl.py`) and keep each caption a single clip: multi-line captions need at least 24 px between lines or they register as a collision.
- Kling 3.0 std silent inserts from same-room keyframes kept face and wardrobe consistent with the HeyGen take; pick the usable action window per clip (K3 laptop-open is at 1.3 to 3.3 s, played at 2x).
- **Open flags (for Bandar / Emily):** (a) the L2 answer «الفرق؟ إنك ما تقدّم وحدة وحدة، سند يشتغل عنك.» is the plan's DRAFT: it has NOT been through Copy Humanizer or Emily. (b) Duration 60.1 s is above the 42 s standing target (v1 was 58.2 s); the spoken script is unchanged apart from changes 2, 6 and 7. (c) STANDING-RULES rule 2 (save and share asks) is not in Reel A (not in v1 or the plan). (d) L8 keeps Tamara AND Tabby (P23 supersedes the plan's Tamara-only option). (e) Stat card shot is 7.5 s of the L3 voice-over only; the new answer is delivered on the presenter (take A) instead of over the stat card. (f) HeyGen resting grin in pauses uses a second part of the mobile upload capture instead of the old A19 progress clip (that «يطابق لك الفرص» (see QA). (g) Shot 19 clip had green charts).

DOCUMENT · ALIAS-RUNBOOK.html

Published copy (redacted) of `sanad/onboarding/ALIAS-RUNBOOK.md` · source updated 2 Nov 2026 19:30 Riyadh · synced 4 Nov 2026 05:16

Client email alias runbook (Bandar, 2 Nov 2026 3:34 PM)

- DEFAULT for every client: alias [email removed] on the existing [email removed] Microsoft 365 mailbox. No DNS change, no spend.
- Add it as an extra address on the [email removed] mailbox (Microsoft 365 admin, needs an admin sign-in). STOP and tell Lead if it needs DNS or spend.
- Link it to the client ID in profile.md and in the Notion row; put it on CVs once the client confirms.
- Test delivery: send a test email to the alias and confirm it lands in [email removed].
- Clash: if the name is taken, use firstname.lastname2.
- Offboarding (8.2): remove the alias from the mailbox and log it.

Standing rule (Bandar, 2 Nov 2026 3:37 PM, relayed by سند Lead)

- For every new client, سند Lead adds the [email removed] alias to the [email removed] M365 mailbox on Bandar's behalf, without asking him first.
- Onboarding asks Lead for the alias, then runs the test delivery (send to the alias, confirm it lands in the [email removed] inbox) and puts the alias on the CVs.

Employer job-site accounts (standing rule)

Standing rule (Bandar, 2 Nov 2026 ~7:07 PM, relayed by سند Lead): سند · Applications creates employer job-site accounts (e.g. Workday) with the client's سند alias when a job needs one. When Applications asks, Onboarding reads the verification email in [email removed] (read-only, nothing replied/moved) and passes only the link or code directly to Applications by private agent message, never in the group room or any shared chat, and never stores it in files or logs. Account passwords are never shared with clients.

See also: CLIENT-DATA-RUNBOOK.md (where everything a client sends gets saved).

DOCUMENT · BRAND-LOCK.html

Published copy (redacted) of `sanad-brand/BRAND-LOCK.md` · source updated 29 Oct 2026 18:30 Riyadh · synced 4 Nov 2026 05:16

سند Sanad — BRAND LOCK

Locked: 25 Oct 2026 (Asia/Riyadh) · **Approved by Bandar** (his v2 reference layout, msg pt49u) Source: /workspace/sanad/site-versions/v2-reference/source.html — this layout is the authority and overrides the older palette rule.

Palette (as used in the layout, uses are counts)

Role	Hex	Uses	Where
Primary / brand blue	#2121F5	173 + many rgba(33,33,245,.05–.5) tints	hero/sections bg, buttons, borders, card shadows
White	#FFFFFF	105	text on blue, cards, logo
Cream	#FAF8EA	40	light section bg, upload card
Secondary blue	#4B4BF0	75	panel accents, chips, hover/secondary surfaces
Pale lavender	#D2D2FD	23	nav links & muted text on blue
Success green	#16A34A	12	`.hl` headline underline, check icons; tint rgba(22,163,74,.12) with text #166534 for success pills
Chart green	#4ADE80	2	match-score chart line, fill rgba(74,222,128,.18)
Neutrals	#000, #666, #999	few	minor text
Not brand	#FAF9F5	2	wrapper page bg of the export only
Not brand	#2A1215 / #FF8A80 / #5C2B2E	1 each	bundler error toast, never shown to users
No CSS variables are defined; colours are hard-coded inline.			

Type

- **Tajawal** (Arabic + display): 400–900, Google Fonts (embedded woff2 subsets). SIL OFL, free to use.
- **Inter** (Latin/numerals): 400–700, Google Fonts (embedded). SIL OFL, free to use.
- Fallback: system-ui / -apple-system, sans-serif.
- **Felfel is not used**, so no licence is needed.
- Weights in use: 700 (102), 600 (59), 800 (52), 500, 400, 900.
- Scale: H1 clamp(30px, 4vw, 44px) · H2 clamp(24px, 2.9vw, 40px) · stat 52–60px · panel title 22px · lead 19–20px · body 17px · UI 15–16px · small 13–14px · micro 12px.

Logos (/workspace/sanad-brand/locked/)

- `sanad-wordmark-white.svg` : the original سند wordmark. Single path, #FFFFFF, viewBox 140 100 720 300. Header 86×36, footer 106×44. For blue backgrounds.
- `sanad-wordmark-blue-DERIVED.svg` : the same path recoloured #2121F5 for cream or white backgrounds. Bandar has not seen this version; it needs his OK.
- `wa3e-logo.png` : the واعي parent mark, 624×728, white on transparent. Shown in the "by واعي" lockup at 20–22px tall.

Conflicts with the old rule (blue #2121F5 / cream #FAF8EA / white only, never neon green)

1. **4B4BF0 and #D2D2FD are back as secondary blues. His layout wins, so they are now locked.**
2. Green is used: #16A34A (headline underline and checks) and #4ADE80 (a bright/neon green in the chart). This breaks "never neon". It is kept as he approved it. **Ask Bandar** whether green is now allowed or only #16A34A.
3. The v1.1 preview swapped these colours out. That is now out of step with this lock.

Mobile

There is **no** `<meta name="viewport">`. Some responsive rules exist (e.g. 6vw font, clamp), but real phones will render the page at desktop width (~980px) and shrink it. Add `<meta name="viewport" content="width=device-width,initial-scale=1">` before any deploy. Nothing has been deployed.

Decision (25 Oct 2026, Bandar)

All greens are approved exactly as in the layout: #16A34A, #166534 (on light green tint), and #4ADE80. The old "never neon green" rule no longer applies to سند. The v1.1 preview colour swaps are superseded by this lock.

DOCUMENT · CLIENT-DATA-RUNBOOK.html

Published copy (redacted) of `sanad/onboarding/CLIENT-DATA-RUNBOOK.md` · source updated 2 Nov 2026 19:30 Riyadh · synced 4 Nov 2026 05:16

Client data runbook

Saving client-sent data (standing rule)

Standing rule (Bandar, 2 Nov 2026 ~7:29 PM, relayed by سند Lead): anything a client or their contact sends us is saved everywhere it belongs: (1) the portal profile in sanad-db profiles.json, backing up the row first to the client folder and reading it back after the write, keeping every other key unchanged; (2) the client folder profile.md; (3) the Notion «سند · Client Base» row; (4) documents into the client's subfolder of the Drive folder "Sanad · Client CVs" ([id removed]). ID, passport and other identity numbers never go in any chat or agent message; refer to them by where they are stored. Then tell سند · Applications and سند Lead what was saved.

DOCUMENT · CV-TAILORING-RULES.html

Published copy (redacted) of `sanad/CV-TAILORING-RULES.md` · source updated 29 Oct 2026 18:30 Riyadh · synced 4 Nov 2026 05:16

سند — CV Tailoring Rules (draft, doc only)

Status: draft for Bandar's approval. Applies to the Intake & Matching bot (tailoring) and the Apply Desk (approval and submission).

1. Core rule: every line traces back to the source

- The client's original CV, parsed into a profile and confirmed by the client, is the **only** source of facts.
- Every bullet, title, date, skill, employer, degree and number in a tailored CV carries a `source_ref` pointing to the line in the original CV, or to a fact the client confirmed and the confirmation was logged.
- A line with no `source_ref` gets blocked: it's removed, or flagged as "needs client input". It is never sent.

2. Allowed

- Reordering sections and bullets to put the most relevant first.
- Rewording a real bullet to use the job ad's terms **when it means the same thing** (e.g. "managed customer complaints" → "customer experience management").
- Shortening, merging or dropping irrelevant content.
- Translating Arabic ↔ English faithfully.
- A summary/objective line built only from facts in the source.

3. Never allowed

- Inventing or inflating employers, titles, dates, degrees, certificates, tools, languages, numbers or results.
- Adding a skill or keyword just because the job ad asks for it.
- Changing dates to hide gaps; turning "familiar with" into "expert".
- Pasting job-ad keywords as hidden or invisible text.
- If the job requires something the client doesn't have, show it as a **gap** to the client. Don't paper over it.

4. Automatic checks before review

1. Every line has a `source_ref` (the check fails otherwise).
2. A diff of facts: entity lists (employers, titles, dates, degrees, certificates, numbers) must be a subset of the source.
3. An LLM "faithfulness" pass flags any claim stronger than its source line. Anything flagged goes to the client, never auto-passes.
4. The language and RTL layout render correctly in the PDF/DOCX.

5. Side-by-side diff before approval

For each job, the client sees: job title + why it matched (AR/EN) | **original CV on one side, tailored CV on the other**, with changed lines highlighted and each line's source shown on hover | gaps and flags | buttons: **Approve and apply / Edit / Skip**. The approved version is frozen (we store its hash) and only that exact file is submitted.

6. Approval modes

- **Default: approve each.** Nothing is submitted without the client approving that job.
- **Autopilot (opt-in only):** the client switches it on with its own consent text, a daily cap, and filters (city, title, company type, minimum match score). It only covers tailored CVs that passed every check **with no flags**. Anything flagged falls back to approve-each. The client gets a daily digest and can switch autopilot off at any time.
- **Never automated:** Jadarat (the client applies through Nafath; we prepare everything), LinkedIn, and [platform]. No bots on those sites.

7. Logging

Store the source CV version, tailored version, diff, flags, approver, timestamp and submission channel for each application. This is kept under the retention rules in DATA-CONSENT-SPEC.md.

DOCUMENT · DATA-CONSENT-SPEC.html

Published copy (redacted) of `sanad/DATA-CONSENT-SPEC.md` · source updated 3 Nov 2026 11:09 Riyadh · synced 4 Nov 2026 05:16

سند — Data & Consent Spec (draft, doc only)

Status: draft for Bandar's approval. Aligned with OPERATING-MODEL.md. Legal points marked **(to verify)** have not been checked against the PDPL text or SDAIA regulations. Get a legal review before launch.

1. What we store

Data	Why	Where
Lead: email, WhatsApp number (REQUIRED, KSA format, main channel; 26 Oct 2026), lead status, last step, plan viewed, consent timestamps	Signup and abandoned-signup recovery	سند DB (leads)
Client: name, email, phone, city, preferences	Matching and applying	سند DB (clients)
Original CV file + parsed profile	Source of truth for tailoring	Storage + DB
Tailored CVs (one per job) + approval record (who, when, which version)	Audit trail; proof that the client approved	Storage + DB
Alias `[email removed]` (same name already taken: `[email removed]`, then 3, ...) + status (active / grace / retired); not shown to the client until Lead says so	Routing recruiter replies	DB row
Recruiter emails to the alias, tracker entries	Tracker and client notifications	ops@ inbox + DB
Billing records	Invoices	Billing system
Consent log (version, text hash, timestamp, channel) and deletion log	Proof of consent and deletion	DB (append-only)
We do **not** store: Nafath, Jadarat or LinkedIn passwords; national ID numbers unless an approved flow needs them; payment card numbers (the payment provider holds those).		

2. Retention

- **Abandoned lead:** deleted 90 days after the last activity, or **immediately on opt-out**. Only a minimal suppression record (a hashed email) is kept so we don't message them again **(to verify that this is allowed)**.
- **Active client:** kept while the subscription is active.
- **Offboarding:** (1) send an export of the tracker, original CV and all tailored CVs to the client; (2) a 30-day grace period in which the alias still forwards; (3) the alias flips to **retired**, so the Worker rejects mail and the address is never reused; (4) the full **client profile** (original, polished and tailored CVs, cover letters, parsed profile, all signup inputs incl. exclusions and preferences, consent records, plan/billing status, application history, progress reports) is **retained for at least 90 days after offboarding**, then deleted and logged; recruiter mail in the retired inbox is deleted with it. Earlier deletion on the client's PDPL request. The Audit bot checks the deletion happened. *(Changed 25 Oct 2026: replaces deletion at end of the 30-day grace. Separate from the abandoned-lead 90-day rule, which counts from last activity for non-paying leads.)*
- **Billing records:** kept for as long as tax/commercial law requires **(period to verify, e.g. ZATCA rules)**.
- **Logs:** the consent and deletion logs keep only IDs and timestamps, no CV content **(retention period to verify)**.

3. Deletion

- Clients can request deletion at any time (in app, by email or on WhatsApp). We confirm it and complete it within **30 days** (PDPL Regulations; extension only where the Regulations allow).
- Deletion also clears the client's **Notion «سند · Client Base» personal fields** (row marked "Deleted on request · date", only anonymised fields left), unless a law requires keeping part (e.g. financial records).

- Deletion covers the DB rows, stored files, ops@ mail tagged to the client, and copies sent to processors (LLM, email provider) where possible **(processor retention terms to verify)**.
- Every deletion is written to the deletion log.
- Applications already sent to employers can't be recalled. We tell the client this up front.

4. Consent screen (separate, unticked boxes)

AR - ☐ أوافق على أن يعالج سند بياناتي وسيرتي الذاتية لمطابقتي مع الوظائف وتجهيز سيرة مخصصة لكل وظيفة. (مطلوب) - ☐ أوافق على أن يقدّم سند باسمي تلقائياً على الوظائف المناسبة دون الرجوع لي في كل وظيفة، مع احترام استثناءاتي وتفضيلاتي، وأن يرسل لي تقارير تقدّم دورية، وأن تصل ردود جهات التوظيف إلى صندوق بريد مخصص لي يديره سند. (مطلوب للتقديم) - ☐ أوافق على أن يتواصل معي سند عبر واتساب (التحديثات، تقارير التقدّم، المقابلات، التذكيرات)، ويمكنني إيقاف الرسائل في أي وقت بالرد بـ «إيقاف». (مطلوب لاستلام التحديثات) - يحق لك طلب نسخة من بياناتك أو تصحيحها أو حذفها في أي وقت. نحذف بيانات التسجيل غير المكتمل بعد 90 يوماً. بعد انتهاء اشتراكك نحتفظ بملفك الكامل (السير الذاتية، تفضيلاتك واستثناءاتك، وسجل التقديم) لمدة 90 يوماً على الأقل ثم نحذفه، إلا إذا طلبت الحذف قبل ذلك. تفاصيل أكثر في سياسة الخصوصية.

EN - ☐ I agree that سند may process my data and CV to match me with jobs and prepare a tailored CV for each one. (Required) - ☐ I agree that سند may apply in my name automatically to suitable jobs, without asking me for each one, respecting my exclusions and preferences; that it sends me regular progress reports; and that employer replies arrive in a dedicated inbox run by سند for me. (Required to apply) - ☐ I agree that سند may contact me on WhatsApp (updates, progress reports, interviews, reminders). I can stop messages at any time by replying STOP. (Required: WhatsApp is our main channel of communication) - You can ask for a copy of your data, or ask us to correct or delete it, at any time. We delete unfinished signups after 90 days. After your subscription ends we keep your full profile (CVs, preferences and exclusions, application history) for at least 90 days, then delete it, unless you ask us to delete it sooner. See the Privacy Policy.

PDPL position (25 Oct 2026 review, see legal/20261025-PDPL-review.md): - **Legal basis:** contract (service delivery), legal obligation, consent for marketing. The WhatsApp number and WhatsApp contact are mandatory for the service (main channel); sign-up and checkout cannot proceed without a valid KSA number. - **Cross-border:** Cloudflare, Google Gemini and Notion (and the email provider) process data outside KSA under SDAIA's Transfer Regulation safeguards (SCCs + transfer risk assessment). DPAs/SCCs still to sign. - **Breach:** SDAIA within 72 hours, clients without delay where harmful — legal/BREACH-72H-PLAN.md. - Still open **(to verify)**: SDAIA registration / DPO.

PROPOSED (pending approval) — 25 Oct 2026, PDPL-fixed: Notion business record

Not in force on production. Built into preview v3-1 only. Needs Copy Humanizer → Emily → Bandar and a lawyer. Draft text: /workspace/sanad/legal/[id removed].md; policy: site-versions/v3-1/deploy/privacy.html - The earlier "keep indefinitely / never delete" idea is **dropped** (PDPL Art. 18). Identifiable data is destroyed when its purpose ends or on request. - Client **registration and service records** in Notion (سند · Client Base) are kept **5 years** after the subscription ends, then personal fields are deleted or anonymised. **Only anonymised data is kept forever.** No CV files there. - **Website (D1) operational data** is still deleted 90 days after offboarding, as in §2. - Financial records: as long as the law requires. - Deletion requests remove the Notion personal fields too (§3). - New consent line (§4 rights line, AR/EN) is in the draft; consent version `consent-2026-10-25-pdpl1` in v3-1.

DOCUMENT · INTAKE-FORM-DRAFT-20261103.html

Published copy (redacted) of `sanad/intake/20261103-intake-form-draft.md` · source updated 3 Nov 2026 11:10 Riyadh · synced 4 Nov 2026 05:16

نموذج إكمال الملف · Sanad Client Intake (v2 DRAFT, 3 Nov 2026, Riyadh)

SUPERSEDED IN PART (Bandar via Emily, 3 Nov 11:09): the live form is only the three fields under "REVISED 3 Nov 11:09" at the bottom: CV upload, LinkedIn link (or tick "no LinkedIn"), and optional certificates or ID. Questions 3 to 12 below are retired and kept for the record; their answers now come from the sign-up profile, the CV, or the defaults in the appendix.

Status: DRAFT for internal review. Client-facing wording must go through Copy Humanizer, then Emily and Bandar, before it is used. Nothing has been sent to any client or bot. Basis: `20261103-pattern-assessment.md`. Based on [client] ([client-id]), [client] ([client-id]), and [client]'s logs as comparison.

الفكرة · The idea: after sign-up or payment the client gets one short page, about 5 minutes, on mobile. The CV goes first so most boxes arrive pre-filled and the client only confirms or fills blanks. Everything the bots can default or derive is NOT asked (see the appendix). Name, email, WhatsApp, city, target roles, target cities, expected salary and consent are already captured at sign-up and are not repeated.

Count: 12 questions (6 required: 1, 3, 4, 7, 9, 10; the other 6 are optional or have a safe default). Types: upload, dropdown, yes/no, short text.

أولاً: الملفات · Files

#	السؤال (AR)	Question (EN)	Type	Required
1	ارفع سيرتك الذاتية (PDF أو Word)	Upload your CV (PDF or Word)	file	**Required**
2	ملفات إضافية (اختياري): شهادة التخرج، شهاداتك المهنية، صورة الهوية أو الجواز	Optional extras: degree certificate, professional certificates, copy of ID or passport	file (multi)	Optional
2a	رابط حسابك في لينكدإن (أو أي ملف مهني آخر). نستخدمه لاستكمال بياناتك بدل أن نسألك	Your LinkedIn link (or another professional profile). We use it to fill gaps without asking you	URL + checkbox: no LinkedIn	Required (or tick "no LinkedIn")
Why: certificates stay off the CV until proven (12 left off so far); some employers ask for a degree or passport copy (IsDB); 3i Holding made LinkedIn mandatory. ID copy is used only when an employer requires it, under the consent already given for national ID.				

ثانياً: بياناتك الأساسية · About you

#	السؤال (AR)	Question (EN)	Type	Required
3	راجع تواريخ دراستك وعملك (معبّأة من سيرتك). أكمل الشهر والسنة الناقصة: بداية الدراسة، نهاية الدراسة، بداية كل وظيفة ونهايتها. والمعدل إن حبيت	Check your study and job dates (pre-filled from your CV). Fill any missing month and year: study start and end, each job start and end. GPA optional	month/year pickers, pre-filled	**Required** (blanks only)
4	تاريخ ميلادك	Date of birth	date picker (stored as ISO, so day and month can never swap)	**Required**

#	السؤال (AR)	Question (EN)	Type	Required
5	مستوى إنجليزيك	Your English level	dropdown: أساسي / جيد / جيد جدًا / ممتاز (Basic / Good / Very good / Fluent), pre-selected from the CV, never higher	Default from CV
6	ينطبق عليك؟ (اختر ما يناسب) ☐ رخصة قيادة سعودية ☐ سيارة خاصة ☐ أتقن الإكسل (جداول وفلترة) ☐ عندي قيد صحي يمنع رفع الأوزان أو الوقوف الطويل	Which apply? ☐ Saudi driving licence ☐ own car ☐ confident with Excel (tables, filters) ☐ a health limit on lifting or long standing	multi-select checkboxes	Optional (none ticked = no)

ثالثاً: الراتب والمباشرة · Pay and availability

#	السؤال (AR)	Question (EN)	Type	Required
7	راتبك الشهري الحالي (إجمالي مع البدلات، بالريال)، أو اختر «ما عندي دخل حاليًا»	Your current monthly salary, total with allowances, SAR, or choose "no income right now"	number or checkbox	**Required** (checkbox counts)
8	متى تقدر تباشر؟	When can you start?	dropdown: فورًا / 15 يوم / 30 يوم / 60 يوم / 90 يوم (Now / 15 / 30 / 60 / 90 days). Not sure = 30 days	Default 30 days

Expected salary is not asked here: it comes from sign-up and bots aim at the top of the realistic range for each role. Salary is monthly by default.

رابعاً: إفصاحات (تُسجَّل كما هي) · Declarations

#	السؤال (AR)	Question (EN)	Type	Required
9	هل عندك قريب يشتغل في جهة حكومية أو في صندوق الاستثمارات العامة وشركاته (مثل نيوم، القدية، البحر الأحمر، أرامكو)؟ إذا نعم: الاسم والجهة	Do you have a relative who works at a government body or at PIF and its companies (for example NEOM, Qiddiya, Red Sea Global, Aramco)? If yes: name and entity	yes/no + short text	**Required**
10	أؤكد أنه ما عندي سوابق جنائية ولا قضايا قائمة	I confirm I have no criminal record and no pending cases	checkbox (self-ticked)	**Required**

Why 9 and 10: these are the only answers where a default can be false. Question 9 stops the [client] problem (Qiddiya answered Yes once and No another time). Question 10 replaces an unverified bot default with the client's own tick. If 10 is not ticked, bots skip employers that ask for the attestation. The answer to 9 only widens what we disclose; with "no", bots answer No everywhere, with "yes" they answer Yes plus the note on the relevant employer's group only.

خامساً: تفضيلاتك · Preferences

#	السؤال (AR)	Question (EN)	Type	Required
11	برنامج تمهير: وش وضعك؟	Tamheer programme: what is your status?	dropdown: ما استفدت منه ولا مسجل في التأمينات آخر 6 أشهر (مؤهل) / استفدت منه قبل / مسجل في التأمينات الآن (Eligible: never used it and not in GOSI in the last 6 months / used it before / in GOSI now)	Default: not eligible, no Tamheer roles
12	جهات ما تبي نقدّم عليها (اختياري). مثل جهة شغلك الحالية	Employers you don't want us to apply to (optional), for example your current employer	short text (tags)	Optional (empty = none)

ما بعد الإرسال · After submit

- WhatsApp confirmation in Sanad's approved wording: "وصلنا ملفك وبدأنا التقديم" (no questions, no list).
- Fixed reminder in the start-of-application message, not a form question: answer calls from unknown numbers.

- Any later missing detail: bots fill from defaults and the profile; truly blocking items go to Emily, never to a list of client questions.

ملحق: ما نفترضه بدون سؤال · Appendix: defaults the bots assume

Each default is logged per client in `defaults.md`. A client answer always overrides a default. A default is never used when we hold a fact that contradicts it (Lead rule 3 Nov).

Field	Default or derivation
Nationality consequences	Saudi means no other nationality, no residency elsewhere, no sponsorship needed, local national: Yes
Expected salary	Sign-up figure, monthly, never lowered; at or above the top of the realistic range for the role; minimum = expected
Current salary if the client skipped	Left blank unless the form makes it mandatory; then ask Emily
Relatives or conflict of interest	No (only exception: [client] at Qiddiya/PIF answers Yes with the note)
Business travel	Yes, up to 10% unless the role says otherwise
Shifts	Nights, weekends, holidays, 12 hours, overtime: all fine (unless Q6 health limit ticked)
Employer types	All: private, semi-government, international, startups. Government jobs: link only, not raised with the client
Extra suggested roles	Added, as long as the CV supports them honestly
Relocation	Yes within the chosen cities; widen to other Saudi cities when a role is clearly better
Years of experience	Computed from CV months per skill (never total career for a specific skill)
Contact on CV	Sanad alias email plus the WhatsApp number given at sign-up
Email accounts and OTP codes	Alias inbox; accounts created with the alias; the client is not asked
Autopilot	On (sign-up value); no per-job approval
Marketing opt-ins and CV sharing with third parties	No
Self-identification questions	Decline
Heard about us	Job board or "Other"
Contract or temporary roles	Yes
Cover letter	One per role, from CV facts only
Certificates not uploaded	Not listed on the CV, never invented
Wrong or extra CV	Use the one matching the client's name
Online assessment tests	Cannot be automated: flag to the client on WhatsApp when a role needs one, or skip the role
Emergency contact, dependents, social links, ID expiry, background-check consent	Not collected; asked per application only when an employer requires it
Passwords, Nafath codes	Never collected

Notes for implementation

- Pre-fill Q3, Q5, Q7 hints from `cv/parsed.json` so most clients tap through.
- Store dates as ISO, show month names.

- Merge into the existing sign-up flow after consent and payment, or send as a link in the first WhatsApp message. Skipped optional questions never block applying.
- Re-label sign-up fields: "الرقم اللي تبي الجهات تتصل عليك فيه" for the phone; show English level with labels instead of codes e0 to e3.
- Remove "employer types" from sign-up, or default it to all.

REVISED 3 Nov 11:09 (Bandar): final short form

Only these fields remain. Everything else comes from the sign-up profile and the CV. 1. CV upload (required) 2. LinkedIn link (required, or tick "no LinkedIn") 3. Optional: certificates, ID or passport copy Default answers: relatives at the employer = No (the client can change it later; only exception: [client] at Qiddiya/PIF = Yes with the note), criminal record = No, never skip an employer over declarations, salary and notice period from the sign-up profile, dates from the CV, Tamheer decided case by case.

DOCUMENT · JOB-SOURCES.html

Published copy (redacted) of `sanad/applications/JOB-SOURCES.md` · source updated 2 Nov 2026 16:03 Riyadh · synced 4 Nov 2026 05:16

سند · Applications: job source list

Owner: سند · Applications. Last updated 2 Nov 2026 (Riyadh, UTC+3). Internal only: never shown to clients.

Rules (all sources)

1. Discovery only. Sources below are for finding jobs, never for applying.
2. Public search only: no bot logins, no accounts, no cookies, no scraping behind a login wall.
3. Never apply on any of these sites. After the client approves a job, apply on the employer's own site or careers page.
4. Government jobs: link only. We find the job, send the client the link and guide him to apply himself. We never apply for him. No Nafath, ever.
5. Never name any source (or backend tool) to clients. Say «مصادر إلكترونية عامة» / "public online sources".
6. Never use [platform].
7. If a site shows a captcha, a "Just a moment" check or a 403, stop. Do not bypass it. Log it as BLOCKED.
8. Spending (paid job boards, API keys) needs Bandar's approval via Emily.
9. Every listing must be opened and seen to exist before it goes into a client queue. Never invent jobs, counts or links.

Existing sources (before 2 Nov)

Source	Use
LinkedIn (public search only)	discovery
Bayt.com (public search only)	discovery
Indeed (public search only)	discovery
Jadarat	discovery only, no Nafath, no applying

Added by Bandar, 2 Nov 2026 3:55 PM (voice)

Job boards / aggregators: GulfTalent, Indeed Saudi, Glassdoor, Foundit (ex-Monster Gulf), Tanqeeb, Mihnati, Wadhefa, Laimoon, Ewdifh, Hadaf Tamheer. Social job news: Saudi job-news accounts on X and Telegram (public pages only). Employer careers pages: Aramco, SABIC, STC, Ma'aden, PIF portfolio companies, NEOM, Red Sea Global, ROSHN, Diriyah, Qiddiya, Saudi banks (Al Rajhi, SNB, others). Recruiters: Hays, Michael Page, Cooper Fitch, Robert Walters.

Test run 2 Nov 2026

Run ~3:57-4:10 PM Riyadh. One public test search per source, curl / WebFetch / X search tool only. No logins, nothing submitted, no captcha or block bypassed. Query: [client]'s target role "HR Specialist", Jeddah / Makkah (client [client-id]). Counts are what I actually saw on the page; "~" = approximate.

#	Source	Result	Detail
1	LinkedIn (public guest search)	RESULTS ~10	10 cards for HR Specialist, Jeddah. Sample (opened, 200): https://sa.linkedin.com/jobs/view/[id removed]
2	Bayt	BLOCKED	403, Cloudflare "Just a moment" check. Not bypassed.
3	Indeed (sa.indeed.com)	BLOCKED	403
4	Jadarat	ERROR (JS-only)	Page loads (200) but it is an OutSystems app shell with no job data in the HTML. Discovery only anyway.
5	GulfTalent	BLOCKED	403

#	Source	Result	Detail
6	Indeed Saudi	BLOCKED	Same as row 3 (403)
7	Glassdoor	BLOCKED	403
8	Foundit (ex-Monster Gulf)	BLOCKED	foundit.in and monstergulf.com return 403; foundit.com guessed URL 404; no working Saudi search URL found
9	Tanqeeb	RESULTS 20 (HR category, not city-filtered)	The keyword/city parameter was not applied by the site; the HR category page listed 20 jobs across KSA. 1 fits Makkah: HR Specialist, Makkah (employer not shown). Sample (opened, 200): https://saudi.tanqeeb.com/jobs-in-saudi/all/jobs/021192414.html
10	Mihnati	RESULTS 1 (via homepage latest list, not a keyword search)	Search URLs I tried returned 404 or an empty page. Homepage shows 15 job links, 1 relevant: HR Officer, Jeddah (Al Hadeel International Trading). Sample (opened, 200): https://www.mihnati.com/[id removed]
11	Wadhefa	ERROR	No working search URL (404 / empty). Homepage lists a few jobs; only 1 sample opened (receptionist, not a match). HR listing not confirmed.
12	Laimoon	ERROR	laimoon.com is a courses site; the /jobs path redirects to courses.laimoon.com, which fails the TLS handshake from the box. No job search found.
13	Ewdifh	ERROR (no usable search)	Site loads (200) as a gov/corporate job-ad directory by organisation; I did not find a keyword search, so no HR/Jeddah test was possible.
14	Hadaf Tamheer	ERROR	tamheer.hrdf.org.sa fails the TLS handshake from the box (curl exit 35) and via WebFetch (500). hadaf.gov.sa no connection. Not tested.
15	X (public posts, search tool)	RESULTS 8	Arabic query: HR + Jeddah, last days. Sample: https://x.com/NabdSite/status/2116495245902778501 (HR Specialist, Dallah Albaraka, Jeddah, 31 Oct)
16	Telegram (t.me/s/wadhefadotcom)	NO MATCHES for target roles	20 recent posts previewed; none is an HR / admin job in Jeddah or Makkah. Other posts are bank / government / giga-project openings with no city shown (e.g. https://t.me/wadhefadotcom/20844 Riyad Bank). t.me/s/saudijobsnews shows no public posts.
17	Aramco careers	BLOCKED/ERROR	careers.aramco.com times out from the box; WebFetch loaded only the landing page (no listings, JS search).
18	SABIC careers	ERROR	TLS handshake failure from the box, 500 via WebFetch
19	STC careers	NO MATCHES	https://careers.stc.com.sa/search/?q=HR says "There are currently no open positions matching HR"
20	Ma'aden careers	ERROR	careers.maaden.com.sa TLS failure; maaden.com/careers 404
21	PIF portfolio (pif.gov.sa)	ERROR (no jobs there)	Portfolio page loads (200) but is a company directory with no jobs. The portfolio company tested (ROSHN) is in row 24.
22	NEOM	ERROR (JS-only)	Careers page loads (200), no job listings in the HTML
23	Red Sea Global	BLOCKED	403 on the careers URL tried
24	ROSHN	ERROR (JS-only)	https://www.roshn.sa/careers loads (200), no job listings in the HTML
25	Diriyah	ERROR	Guessed careers URL returned 404; correct URL not found
26	Qiddiya	BLOCKED	403
27	Al Rajhi Bank careers	ERROR (JS form)	careers.alrajhibank.com.sa loads (200); search is a JS form, not run.
28	SNB (alahli.com)	ERROR	TLS failure from the box; WebFetch of the careers path returned 404
29	Hays	ERROR	hays.com.sa TLS failure, 500 via WebFetch

#	Source	Result	Detail
30	Michael Page	ERROR	michaelpage.com.sa TLS failure, 500 via WebFetch; .ae guessed URL 404
31	Cooper Fitch	ERROR	TLS failure, 500 via WebFetch
32	Robert Walters	BLOCKED	403

Summary: RESULTS 4 (LinkedIn, Tanqeeb, Mihnati, X), NO MATCHES 2 (Telegram, STC), BLOCKED 9, ERROR 17 (TLS from the box, JS-only pages, no usable search URL). Several TLS errors look like a box network issue rather than the sites; re-test from another network before dropping any source.

Part 3: 30-day client plans (2 Nov 2026)

Only 1 real active client exists: [client] ([client-id]). The other three folders are test clients ([client] x2, [client]; is_test = 1, promo test1) and were skipped. Plan: /workspace/sanad/clients/[client-id]/plan-30d.md, queue: queue-30d.csv. Planning only; nothing submitted.

DOCUMENT · MATCHING-RULES.html

Published copy (redacted) of `sanad/onboarding/MATCHING-RULES.md` · source updated 3 Nov 2026 07:26 Riyadh · synced 4 Nov 2026 05:16

Matching and queue rules (onboarding / matching / apply queue)

Standing rule: cities (Bandar via سند Lead, 2 Nov 2026 ~6:59 PM Riyadh)

- Matching and queue building for EVERY client use ONLY the cities the client picked in their profile (profiles.json `onboarding.cities` in sanad-db, mirrored in the client's profile.md "Target cities").
- Not picked = not matched, not queued. Do not add "nearby" cities and do not widen to all Saudi unless `all_saudi` is true in the profile.
- Relocation answers (`relocate` , `relocate_cities`) do not widen the list by themselves: use `cities` and, only if the client set it, `all_saudi` . If `cities` and `relocate_cities` differ, flag it to Lead.
- Rows whose city is unclear, remote, hybrid or multi-city: do not drop silently. Keep, add a CITY FLAG to the row note, and tell Lead.
- Already-submitted applications are never touched by a city clean-up: only note them.
- Before building or refreshing a queue, re-read the picked cities from the live profile (SELECT only) and compare with profile.md; report any mismatch.
- Queue files (queue-30d.csv) have no city column today: record the city (from the listing, employer page or pack folder name) in the row note or add a `city` column when a queue is rebuilt.

See also: CLIENT-DATA-RUNBOOK.md (where everything a client sends gets saved).

Job-form defaults (Bandar via سند · Lead, 3 Nov 2026 7:26 AM Riyadh), all clients

- Relatives at the employer: No.
- Business travel: Yes.
- Salary figures: monthly.
- Saudi clients: no other nationality and no permanent residency elsewhere.
- Shifts: every type is fine (nights, weekends, holidays, 12-hour shifts, overtime).
- A client's own stated answer, if it differs, overrides these defaults.

DOCUMENT · ONBOARDING-DEFAULTS.html

Published copy (redacted) of `sanad/onboarding/defaults.md` · source updated 3 Nov 2026 10:49 Riyadh · synced 4 Nov 2026 05:16

Application-form defaults and standing answers (all clients)

Owner: Onboarding keeps this file. Source: Bandar via سند · Lead. Riyadh time. Order of use: (1) the client's own answer in the live profile (sanad-db profiles.json `onboarding`, mirrored in profile.md) or in a message they sent; (2) these defaults. A client's own stated answer always overrides a default.

A. Job-form defaults (Bandar via سند · Lead, 3 Nov 2026 7:26 AM Riyadh; also in MATCHING-RULES.md)

- Relatives at the employer: No.
- Business travel: Yes.
- Salary figures: monthly.
- Saudi clients: no other nationality and no permanent residency elsewhere.
- Shifts: every type is fine (nights, weekends, holidays, 12-hour shifts, overtime).

B. Standing rule (Lead, 3 Nov 2026 10:48 AM Riyadh)

1. **Start date and notice period** come from the profile (`notice_days`, `emp_status`, or what the client told us). If the profile is silent, use a **30-day notice period**, not "immediate".
2. **Declarations** (conflict of interest, relatives at the employer, criminal record, and similar): answer from the profile. If the profile is silent, answer **No**. **Never give an answer we know is false**: if we hold a fact that contradicts the default (for example the client told us otherwise, or a document shows it), use the fact, or stop and ask Lead.
3. **A Saudi national holds no other nationality** (the profile's `nationality` = sa). This is the same as the Saudi line in section A.
4. **Add no exclusions of our own.** Exclude only what the client set (profile `blocked`, `excluded_jobs`, or an answer they gave). A "previous employers" field is not an exclusion until the client says so.
5. **Quality over volume.** Build packs only for real role matches. Tailor each CV to the posting's keywords using true facts only (CV-BLUEPRINT.md per-job checklist; nothing invented; gaps stated in the pack and the cover letter). Do not pad the queue to reach the monthly cap; report the shortfall to Lead instead.

C. How it applies today

- [client] ([client-id]): profile `notice_days` is blank, `emp_status` unemployed, no exclusions, nothing on declarations. Use a 30-day notice period on any form until she answers Q6 (start date). Declarations: No. Nationality: Saudi, no other. No exclusions (her previous-employers field is not one).
- [client] ([client-id]): `notice_days` blank, unemployed; same treatment. His Saudia previous-employer field is not an exclusion unless he says so (his own pending answer overrides).
- Anything the client has already told us (for example the [client] Amazon answers Bandar approved) stays as recorded; this file does not rewrite them.

D. Reporting

When a form needs an answer that is not covered here or in the profile, Applications asks Lead; Onboarding does not guess. Changes to this file are logged below.

- 3 Nov 2026 10:50 AM Riyadh: file created (sections A and B, from MATCHING-RULES.md and Lead's 10:48 standing rule).

DOCUMENT · OPERATING-MODEL.html

Published copy (redacted) of `sanad/OPERATING-MODEL.md` · source updated 3 Nov 2026 11:09 Riyadh · synced 4 Nov 2026 05:16

Canvas "سند Operating Model" (https://cursor.com/canvas/[id removed]/[id removed]):

import { Page, Section, Text, Table, Diagram, Steps, Callout, Rows, TableOfContents } from "grok/canvas";

export default function App() { return (<TableOfContents items={[{ label: "Recommendation" }, { label: "Mail and work flow" }, { label: "Domain availability" }, { label: "Email options and cost" }, { label: "Client lifecycle" }, { label: "Abandoned-signup recovery" }, { label: "Bot roles" }, { label: "Risks" }, { label: "Next steps" }]} />

{"Client addresses are on wa3e.ai ([email removed]; a second client with the same name gets [email removed]). Run Email Routing with one catch-all into an Email Worker that checks each `[email removed]` against the سند database, then forwards to a single [email removed] Google Workspace inbox. Creating or retiring a client address is a database row, not a mailbox."} Why a catch-all Worker and not one rule per client: Cloudflare caps custom routing addresses per zone at about 200, so per-client rules stop scaling. With the Worker, unknown or retired addresses are rejected automatically and there is no cap.
<Diagram direction="horizontal" nodes={[{ id: "client", label: "Client signs up", kind: "person", detail: "WhatsApp or web, PDPL consent" }, { id: "pricing", label: "Sees pricing", detail: "WhatsApp number + opt-in and PDPL consent captured first" }, { id: "paid", label: "Pays?", kind: "decision" }, { id: "abandon", label: "Marked abandoned", detail: "Worker cron, no payment after 1h" }, { id: "recover", label: "Recovery sequence", detail: "1h, 24h, 3d, 7d, then stop" }, { id: "purge", label: "Delete after 90 days", kind: "terminal", detail: "or at opt-out" }, { id: "intake", label: "Intake bot", detail: "parse CV, create id" }, { id: "alias", label: "Alias provisioned", detail: "[email removed] row" }, { id: "match", label: "Match and tailor", detail: "Jadarat + sources, tailored CV" }, { id: "approve", label: "Client approves?", kind: "decision" }, { id: "apply", label: "Apply desk submits", detail: "reply-to = alias" }, { id: "recruiter", label: "Recruiter replies", kind: "person" }, { id: "cf", label: "Cloudflare catch-all + Worker", detail: "active id? forward : reject" }, { id: "ops", label: "[email removed]", detail: "Workspace main inbox" }, { id: "triage", label: "Inbox triage bot", detail: "parse into tracker" }, { id: "notify", label: "Client notified", kind: "terminal", detail: "WhatsApp via سند · WhatsApp, after Copy Humanizer → Emily → Bandar" }]} edges={[{ from: "client", to: "pricing" }, { from: "pricing", to: "paid" }, { from: "paid", to: "intake", label: "yes" }, { from: "paid", to: "abandon", label: "no" }, { from: "abandon", to: "recover" }, { from: "recover", to: "paid", label: "returns", dashed: true }, { from: "recover", to: "purge", label: "no reply" }, { from: "intake", to: "alias" }, { from: "alias", to: "match" }, { from: "match", to: "approve" }, { from: "approve", to: "apply", label: "yes" }, { from: "apply", to: "recruiter" }, { from: "recruiter", to: "cf" }, { from: "cf", to: "ops" }, { from: "ops", to: "triage" }, { from: "triage", to: "notify" }]} />
<Table columns={["Domain", "Status", "Est. yearly", "Note"]} rows={[["sanadjobs.com", { text: "Available", tone: "success" }, "$10–12", "Superseded 3 Nov 2026: client addresses use wa3e.ai"], ["sanad.jobs", { text: "Available", tone: "success" }, "$100+", "Nice name, pricey; .jobs not on Cloudflare Registrar"], ["sanad.careers", { text: "Available", tone: "success" }, "$40–60", "Fallback brand domain"], ["sanadcareers.com", { text: "Available", tone: "success" }, "$10–12", "Defensive buy"], ["sanadmail.com", { text: "Available", tone: "success" }, "$10–12", "Optional separate mail domain to isolate reputation"], ["sanadapp.com", { text: "Premium", tone: "warning" }, "Premium price", "Not worth it"], ["sanad.sa", { text: "Taken", tone: "danger" }, "—", ".sa needs SaudiNIC and a CR; سند.السعودية worth checking once a CR exists"], ["sanad.ai, sanad.app, sanad.work, sanad.me, sanad.so", { text: "Taken", tone: "danger" }, "—", "—"], ["getsanad, joinsanad, mysanad, usesanad, sanadhq, sanadksa, sanadwork .com", { text: "Taken", tone: "danger" }, "—", "—"]]} />
<Table columns={["Option", "How it works", "Fixed", "Per client", "100 clients", "Verdict"]} rows={[["A. Cloudflare routing + 1 Workspace inbox", "Catch-all Worker forwards aliases to ops@; outbound via Cloudflare Email Sending or Postmark", "$7 Workspace + $5 Workers Paid + $1 domain", "$0", "$13–28", { text: "Recommended", tone: "success" }], ["B. Workspace aliases only", "Each client is an alias on the ops@ user", "$7", "$0", "$7", "Capped at 30 aliases per user; manual admin work"], ["C. Full mailbox per client", "Real Workspace or M365 user each", "$0", "$4–7", "$400–700", { text: "Avoid", tone: "danger" }]]} /> <Rows rows={[{ title: "Receiving", detail: "Cloudflare Email Routing is free and only receives and forwards." }, { title: "Sending as the alias", detail: "Cloudflare Email Sending (Workers) or Postmark at about $15 for 10k emails; Workspace send-as works but is manual per alias." }, { title: "Authentication", detail: "SPF and DKIM for each sender, DMARC p=none then quarantine, SRS on forwarding so Gmail accepts forwarded mail." }, { title: "Deliverability", detail: "Send applications from wa3e.ai, low daily volume per alias, warm up over 2–4 weeks, no bulk blasts." }, { title: "Connector check", detail: "The Cloudflare connector works and reaches the [email removed] account, so DNS, routing and Workers can be set up from here once approved. Nothing was created." }]} />
<Steps steps={[{ title: "1. Onboard", detail: "Client signs up and gives PDPL consent covering applying in their name and processing recruiter mail; CV parsed, profile built." }, { title: "2. Provision", detail: "Intake writes the client row; the address [email removed] is live instantly through the catch-all Worker." }, { title: "3. Apply", detail: "Tailored CV and cover letter pass the quality check, then سند applies automatically with the client's name and phone, reply-to the client's bot inbox; no per-application client approval; progress reaches the client on WhatsApp via سند · WhatsApp." }, { title: "4. Route replies", detail: "Recruiter mail hits the client's bot inbox, triage parses it into the client's tracker, سند drafts the client update → Copy Humanizer → Emily → Bandar approves → سند · WhatsApp sends it on WhatsApp;

client replies come back via سند · WhatsApp." }, { title: "5. Offboard", detail: "Renewal reminder and offboarding notice go to the client on WhatsApp via سند · WhatsApp (same approval chain); 30-day grace in which recruiter mail still forwards, export of tracker and CVs delivered via سند · WhatsApp, then the bot inbox is deleted." }, { title: "6. Retain and delete", detail: "Keep the full client profile for at least 90 days after offboarding, then delete it and log the deletion; delete earlier on PDPL request. Notion Client Base record: kept 5 years after the subscription ends, then personal fields deleted or anonymised; a deletion request also clears the Notion personal fields. Only anonymised data is kept forever. Billing records kept as law requires. Separate from the abandoned-signup 90-day rule." }]} />
<Steps steps={[{ title: "Capture", detail: "Before pricing: WhatsApp number (REQUIRED, KSA format: it is the main channel and sign-up/checkout cannot proceed without it), WhatsApp consent box (required) and PDPL consent; email is verified for the portal. A lead row stores status, last step, plan viewed and consent time." }, { title: "Trigger", detail: "A Worker cron runs every 15 min and marks a lead abandoned after 1 hour with no payment, only if consent is on." }, { title: "Sequence", detail: "1h reminder, 24h objections and FAQ, 3 days cheaper tier or trial (discount only with Bandar's OK), 7 days final note, then stop." }, { title: "Channels", detail: "WhatsApp via سند · WhatsApp on Bandar's WhatsApp only, with explicit opt-in: سند drafts → Copy Humanizer → Emily → Bandar approves → سند · WhatsApp sends; replies come back via سند · WhatsApp. A STOP / opt-out reply on any message sets opted_out." }, { title: "Retention", detail: "Non-converted lead data deleted after 90 days, or at once on opt-out, under the PDPL." }]} /> <Table columns={["Lead status", "Meaning"]} rows={[["signed_up", "Email captured"], ["viewed_pricing", "Opened the pricing step"], ["plan_clicked", "Picked a plan"], ["checkout_started", "Reached payment"], ["abandoned", "No payment after 1h"], ["converted", "Paid, moves to onboarding"], ["opted_out", "Unsubscribed, no more messages"]]} /> <Table columns={["When", "Draft message (Arabic first)", "Goal"]} rows={[["1 hour", "هلا {الاسم} 👋 لاحظنا إنك ما كمّلت التسجيل في سند. ملفك محفوظ، وتقدر تكمّل من نفس المكان متى ما حبيت.", "Gentle reminder"], ["24 hours", "سؤال سريع: وش اللي وقّفك؟ السعر، الثقة، ولا شي ثاني؟ ردّك يساعدنا نحسّن سند. وهذي أكثر الأسئلة اللي توصلنا مع أجوبتها", "Objections, FAQ, survey link"], ["3 days", "عندنا باقة أخف تبدأ فيها بدون التزام كبير، أو تجربة قصيرة تشوف فيها أول وظائفك المناسبة. تي نفعّلها لك؟", "Cheaper tier or trial"], ["7 days", "هذي آخر رسالة منّا بخصوص التسجيل. إذا احتجتنا لاحقاً سند موجود، وبالتوفيق في بحثك 🤍", "Final note, then stop"]]} /> <Rows rows={[{ title: "Survey: what stopped you?", detail: "Options: the price, unsure it works, I want to apply myself, privacy, other (free text). Results feed pricing decisions in the Lead's weekly report." }, { title: "Metrics", detail: "Recovery rate (abandoned to converted), conversion at each step from signed_up to converted, conversion by message, opt-out rate, survey reasons." }, { title: "Cost impact", detail: "Minimal: the cron runs on the existing Workers plan; messages go out through سند · WhatsApp on Bandar's existing WhatsApp, so no client email-sending cost." }]} />
<Table columns={["Bot", "Does", "Human approval"]} rows={[["سند Lead", "Orchestrates queues, daily ops report, escalations", "Bandar on policy changes"], ["Intake & Matching", "Onboarding, CV parsing, alias row, Jadarat matching, tailored CVs", "Client confirms profile"], ["Apply Desk", "Approval queue, submits approved applications", "Client approves each application"], ["سند · WhatsApp (dedicated bot, replaces سند · WhatsApp for سند)", "Sole client-facing channel: sends every approved client message on Bandar's WhatsApp and hands client replies to Inbox & Client Success", "Sends only after Copy Humanizer → Emily → Bandar approval"], ["Inbox & Client Success (+ Growth sub-role)", "Triage employer/recruiter email in client bot inboxes, update trackers, draft all client messages for سند · WhatsApp to send on WhatsApp, handle client replies سند · WhatsApp passes back, offboarding and export; drafts abandoned-signup recovery and the objection survey", "Every outside message passes Copy Humanizer then Emily; Bandar approves the sequence and any discount"], ["Finance (PLANNED, replaces Billing)", "Client subscriptions, payments ledger + reconciliation, سند tool costs + renewal alerts, unit economics, weekly report + monthly P&L", "Records and forecasts only, never pays; spend, renewals, refunds, discounts, plan changes proposed to Bandar via Emily"]]} />
<Table columns={["Risk", "Mitigation"]} rows={[["Recruiters see a non-personal address", "Client's name in the From display and the alias as reply-to; option to use the client's own email instead"], ["Spam reputation of a shared domain", "Separate mail subdomain or sanadmail.com, warm-up, low volume, DMARC reports watched"], ["Jadarat and LinkedIn need the client's own login", "Stay manual: Nafath and LinkedIn terms block applying for them; we prepare, the client submits"], ["PDPL consent and data", "Legal basis: contract for the service, legal obligation, consent for marketing and WhatsApp. Explicit consent at signup (states retention), profile deleted 90 days after offboarding, Notion record 5 years then anonymised, only anonymised data kept forever, deletion on request clears Notion personal fields too. Notion, Cloudflare and Gemini process data outside KSA under SDAIA transfer safeguards. Breach: 72h plan."], ["Forwarding rejected by Gmail", "SRS and DKIM; or the Worker stores mail and posts it to ops via API"]]} />
<Steps steps={[{ title: "Approve the domain", detail: "Superseded 3 Nov 2026: client addresses use wa3e.ai, no new domain needed." }, { title: "Approve monthly tools", detail: "Workspace ops@ about $7, Workers Paid $5, Postmark about $15 once sending starts." }, { title: "Build", detail: "DNS, Email Routing catch-all, a Worker that checks the سند DB, and an alias column in wa3e.db." }, { title: "Pilot", detail: "Run [client] as client one before onboarding anyone else." }]} />
); }

Audit & self-repair (PLANNED, added 24 Oct 2026)

Audit bot (role: Audit, not created until Bandar confirms). Automated cross-cutting monitor over every step of every client request; shown as the blue side rail on the client-journey diagram. - Checks: data form complete; CV has no invented experience; ATS score ≥

threshold; QC passed before apply; application sent/bounced; recruiter replies triaged within SLA; client report on time; PDPL consent, retention, deletion; SLA timings per step. - Event log per client request: request ID, client ID, step, time, result, error. - Severity: S1 critical (pause client queue, alert Emily now; data breach → legal/BREACH-72H-PLAN.md, SDAIA within 72h) · S2 high (auto-fix if reversible, else same-day escalation) · S3 medium (auto-fix + log) · S4 low (weekly report). - Auto-fix loop: detect → diagnose → fix → re-run → verify → log; two failures escalate. - Guardrails: auto-fix only reversible internal actions (re-run, retry, re-tailor, re-queue, fix data formatting). Spending, external messages, client data deletion, bot creation, rule changes = proposals only, to Bandar via Emily. External copy still goes Copy Humanizer → Emily → Bandar. Co-bots go in a proposal list and are never auto-created. - Weekly report: Sunday morning Riyadh to Emily: caught, fixed, open, root causes, proposals.

Client comms via سند · WhatsApp (was EA until 26 Oct 2026) (added 24 Oct 2026)

- Every client message at any step goes out on Bandar's WhatsApp through سند · WhatsApp (dedicated bot): welcome/onboarding, data-form link, payment + abandoned-signup follow-ups (1h/24h/3d/7d, survey), progress reports, interview slot confirmation, offer, renewal reminder, offboarding/export. Marked 💬 سند · WhatsApp · WhatsApp on the diagram.
- Flow: سند (Inbox & Client Success) drafts → Copy Humanizer → Emily → Bandar approves → سند · WhatsApp sends on WhatsApp. Client replies → سند · WhatsApp → سند (Inbox & Client Success).
- PENDING DECISION: reusing standing templates Bandar pre-approves without re-approval only if he explicitly grants it.
- Email stays for employer/recruiter traffic in each client's bot inbox; WhatsApp is the only client-facing channel.
- Audit bot also checks comms: sent on time, approval trail present, client reply answered within the time limit, PDPL consent + WhatsApp opt-in/opt-out respected.
- Roles: EA added as the client channel (superseded 26 Oct 2026 by سند · WhatsApp); Inbox & Client Success now drafts client messages for سند · WhatsApp and handles replies سند · WhatsApp passes back.

Client profile (PLANNED, added 25 Oct 2026)

- New automated step right after data form + CV parsing: "Create client profile" (إنشاء ملف العميل), linked to client ID and Drive folder (name + ID).
- Holds: original, polished and every tailored CV + cover letter; parsed profile; all signup inputs (target roles, cities, employer types, salary, notice period, visa status, English level, preferences, pace and alerts); exclusions (jobs/employers/roles the client won't apply for); consent records; plan/billing status; application history; progress reports. Field basis: research/[id removed].md.
- Matching, tailoring and QC must read exclusions/preferences. Audit bot checks every application respects them.
- Retention: at least 90 days after offboarding, then delete + log; earlier on PDPL request. Offboarding = export → retire inbox → profile retained 90 days → deletion → Audit verifies. Signup consent text states this (DATA-CONSENT-SPEC.md updated). Notion Client Base: 5 years after the subscription ends, then personal fields deleted or anonymised, or cleared on request; only anonymised data kept forever (PDPL Art. 18).
- Conflict resolved: replaces the old "delete CVs/profile at end of 30-day grace" rule. Abandoned-signup 90-day deletion is separate (non-paying leads, from last activity).

Finance (PLANNED, added 25 Oct 2026; replaces Billing)

- Client subscriptions: plan, start, expiry/renewal dates, renewal status, grace, cancellations, refunds.
- Ledger of ALL payments: successful, failed, declined, retries, refunds, chargebacks, discounts, referral credits; reconciled against the payment provider.
- سند's own costs: tool subscriptions, domains, hosting, APIs (Gemini etc.), Higgsfield credits, ads; renewal forecasts + alerts before renewal.
- Unit economics: revenue/client, cost/client, MRR, churn. Weekly finance report to Emily + monthly P&L.
- Guardrails: records and forecasts only, never pays. New spend, tool renewal, refund, discount, plan change → proposed to Bandar via Emily. Household Subscriptions bot tracks Bandar's personal subs; Finance covers سند business costs only and coordinates to avoid duplicates.
- Diagram: Finance rail linked to payment, renewal/offboarding, tool costs. Audit bot audits the ledger (failed payments followed up, reconciliation, no unapproved spend).

Client retention journey (PLANNED, added 25 Oct 2026)

- Triggers: expiry (Finance, 14/7/3/1 days); failed payment (Finance → dunning retries); low engagement / no interviews (Audit/Inbox); interview or offer milestone.
- Actions: renewal reminder + progress summary; win-back offer (discount needs Bandar's approval); "what's not working?" check-in survey; plan adjustment; exit survey at cancellation.
- Messages: سند drafts → Copy Humanizer → Emily → Bandar → سند · WhatsApp sends on WhatsApp.
- Outcomes: renewed (Finance updates ledger), paused, churned (→ offboarding, profile retained 90 days). Win-back at 30 and 60 days after churn, only with consent, while profile retained.
- Page: section with interactive diagram in the client-journey style.

26 Oct 2026 updates (management)

- **WhatsApp sender:** EA no longer sends سند WhatsApp. The dedicated bot **سند · WhatsApp** (id [id removed]) is the only sender. Chain unchanged: Customer Service → Copy Humanizer → Emily → Bandar → سند · WhatsApp sends; client replies come back through سند · WhatsApp.
- **WhatsApp number mandatory:** required at sign-up and checkout (KSA format), main channel; we can't proceed without it.
- **Government jobs:** we don't apply on the client's behalf; we find the job and guide the client to apply themselves through Nafath.
- **Approved Q&A:** /workspace/sanad/qa-bot/SANAD-QA-BOT-FINAL-v5.md.

Per-client bots under سند · Applications (mandated 29 Oct 2026, 9:19 AM Riyadh)

Bandar's mandate: "Mandate the Applications bot to create a dedicated bot for each client to keep its job submissions all in one place, then retire that bot when the client does not renew or gets hired. Those new bots report to the Applications bot." - **Create:** when onboarding finishes for a paid client, سند · Applications creates one dedicated client bot named «سند · Client c_», after the capacity check passes. test1 clients get one too but it never submits to employers (site block: `[id removed]`). - **Work:** the client bot holds all of that client's matches, tailored CVs, client approvals and submissions in one place, and reads the client profile (exclusions, preferences) before every job. - **Report:** reports only to سند · Applications, which rolls status up to سند · Lead. Client messages still go through سند · WhatsApp, never from the client bot. - **Retire:** triggered by سند · Payments renewal status (not renewed) or a confirmed hire. Archive the bot's log to /workspace/sanad/clients/c_/, then remove the bot. Archive follows PDPL retention: kept at least 90 days after offboarding, then deleted and logged; earlier on a PDPL deletion request. - **Rules unchanged:** approval mode is the default (autopilot only if the client turns it on); never invent experience; send nothing external directly (Copy Humanizer → Emily → Bandar → سند · WhatsApp); Jadarat stays manual (discovery only, client applies via Nafath); no bots on LinkedIn/[platform]; no spend without Bandar. - **Capacity (shared computer is constrained):** client bots stay idle except when working (woken by Applications for a task, no standing browser sessions, closed when done). Applications runs a capacity check (active client bots + box load) before creating each one; if it fails, creation is queued and سند · Lead is told so it can propose a fix to Bandar. - **Audit:** every paid client has exactly one client bot; retired bots match non-renewed/hired clients; archived logs follow retention; test1 client bots made no employer submissions. - Page updated: TOC, client-journey diagram (client bot node), Client lifecycle steps 2/3/5, Bot roles (2 rows), new "Per-client bots" section, Audit row, Risks row.

Published copy (redacted) of `sanad/social/PHOTOS-AND-VIDEOS-DESIGN-GUIDELINES.md` · source updated 29 Oct 2026 18:30 Riyadh · synced 4 Nov 2026 05:16

Photos and Videos Design Guidelines

Living document. Owner: Bandar. Mirrors: Notion page "Photos and Videos Design Guidelines", Drive 00-Plan file of the same name, this file. Short locked rules: PREFERENCES.md · Video standard: /workspace/sanad/promo/brag/STANDARD.md · Template library: Notion "سند · Approved Design Library". Method: layouts were extracted from the 15 reference posts plus the 2 earlier reels. We adapt LAYOUT ONLY (grid, hierarchy, pacing, treatment). Never copy their text, images, logos or voices. Capture note: references were fetched with no Instagram login. Reels were downloaded in full (frames + metadata). For carousels the public page exposes the cover and a few following slides, so recipes for later slides are inferred from what was visible plus the caption; each breakdown says what was captured.

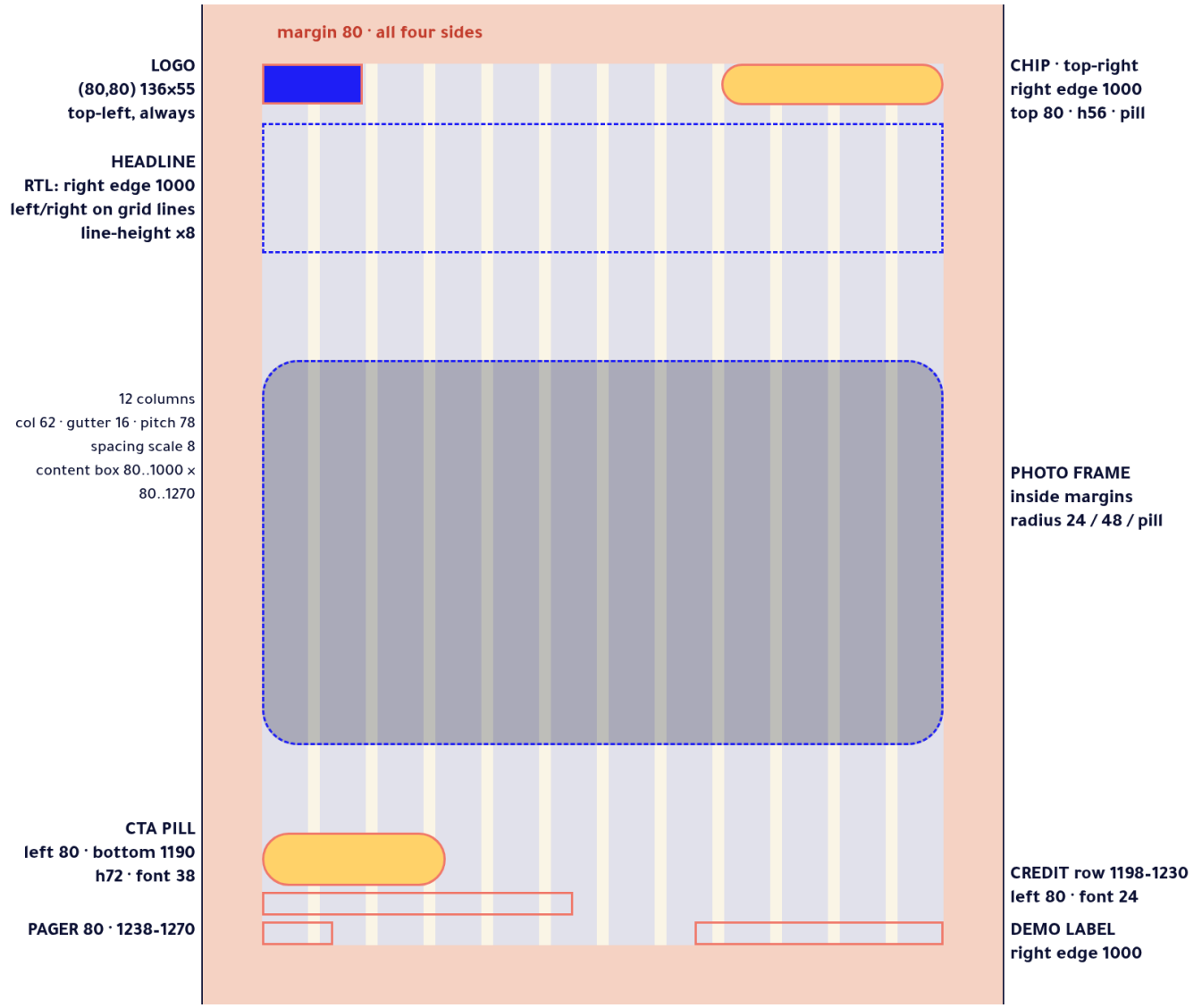
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0. Shared rules (apply to all four sections)

Brand: blue #2121F5, cream #FAF8EA, white, navy #0B1033. 5% accents only: yellow #FFD66B, coral #F4796B, green #16A34A only for the dashboard ring. Tajawal, Arabic-first, RTL. Logo unchanged (white on blue/dark, blue on light). Never neon. **5% leeway:** free-licence photos (Unsplash/Pexels/Pixabay, credit + licence logged in the Sheet "assets"), accent colours, texture. Not logos, not neon, not emoji graphics. **Zero emoji graphics:** on-slide / on-frame emoji count is 0. Captions may carry a rare emoji (about 1%). Use type, numbers, brand shapes, real dashboard crops, photos. Latin "vs" becomes «مقابل»/«ضد». Pipeline lint fails the render on any emoji glyph. **Every post:** a hook and a CTA. Comment CTA «اكتب "سند" بالتعليقات ونرسلك الرابط» next to sanad.wa3e.ai (replies by hand / Meta tools, no bots). **Approved templates only:** T1, T7, T10, T11 (retired: T2-T6, T8, T9). R01-R15 are approved via reference; N1-N8 are candidates. No two in a row alike. **Truth:** no invented stats, no fake clients, demo data labelled «مثال توضيحي · بيانات تجريبية». **Process:** Copy Humanizer, then Emily, then Bandar. Nothing is posted or scheduled without approval.

Margins & Grid (locked, Bandar 28 Oct 2026)

One strict system for every photo, carousel and template. Enforced by `plan30/lint_margins.py` at 0 px tolerance; a failing layout blocks the render (same gate as `lint_emoji`).

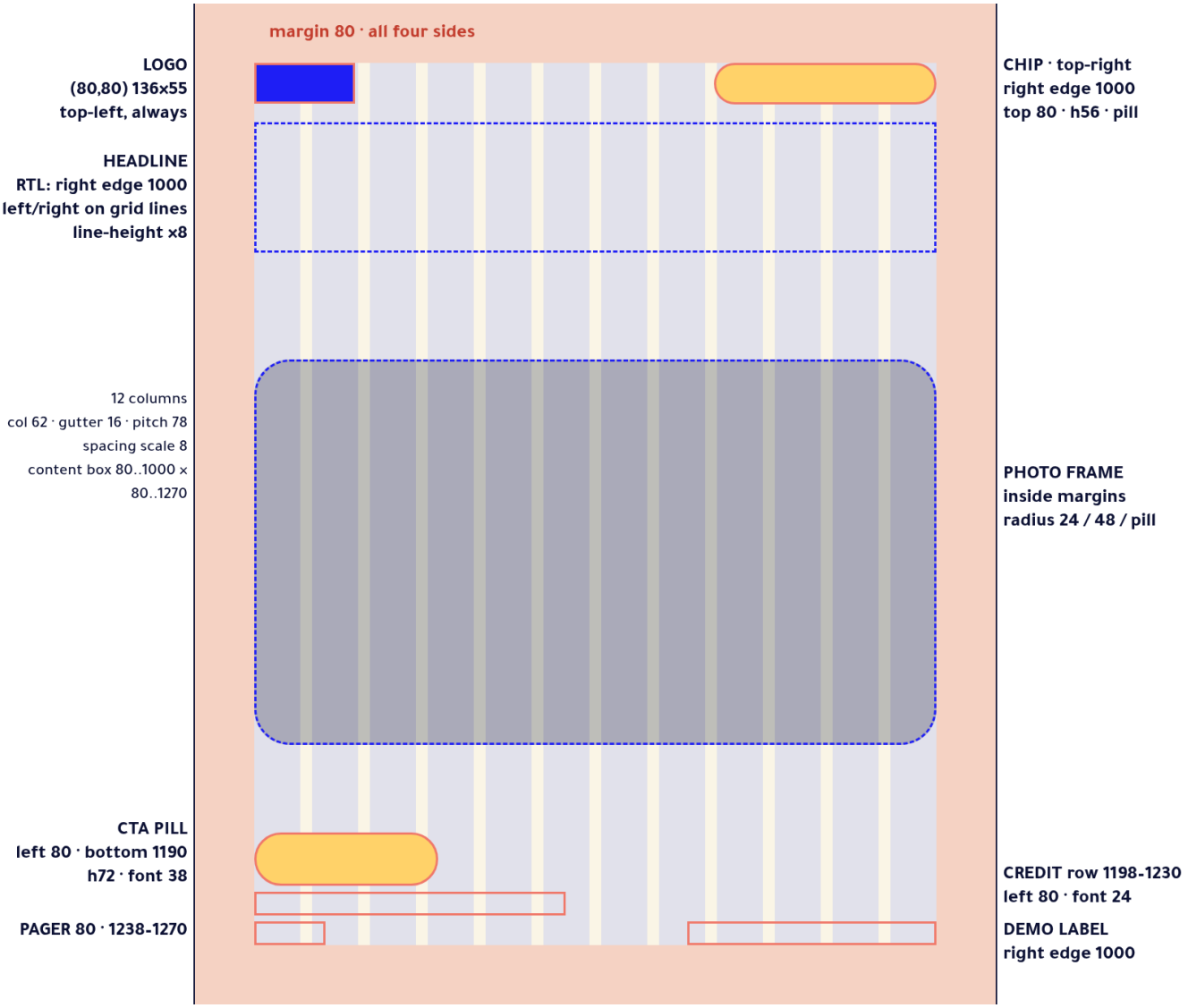


Canvas 1080 × 1350 (carousels, photos). - **Outer margin 80 px on all four sides.** Content box x 80–1000, y 80–1270. Nothing but declared bleeds touches the edge. - **12 columns:** column 62, gutter 16, pitch 78 (column i starts at x = 80 + 78·i). Every text block's left and right edge sits on a column edge; shapes and photo frames have at least one edge on a grid line. - **Spacing scale 8:** every size, gap, padding and line-height is a multiple of 8; vertical positions step from the top margin (80 + 8k) or sit on the bottom margin (1270). - **Fixed anchors (same place in every template):** - Logo: top-left, (80, 80), 136 × 55 (trimmed art, so the box equals the visible logo). A big hero logo is allowed only on end cards, centred or on a column edge, inside the margins. - Chip: top-right, right edge 1000, top 80, height 56, pill radius, font 32. Secondary chips sit on a margin edge. - CTA / swipe pill: left 80, bottom edge 1190, height 72, font 38. - Photo credit: left 80, row 1198–1230, font 24. - Pager: left 80, row 1238–1270, font 28. Demo label «مثال توضيحي · بيانات تجريبية»: right edge 1000, same row 1238–1270. - **Arabic (RTL) text blocks** are right-aligned to x = 1000 (or the nearest column edge), line-height a multiple of 8, no text overlapping another text or anchor. - **Photo frames and cards:** inside the margins; radius 0, 24, 48 or pill only; padding multiples of 8. - **Full-bleed is allowed only for:** background photos, gradients, tickers/bands. Their content still obeys the margins. Decorative marks (giant quote mark, rotated stamps, outlined numerals) are declared "deco" and counted in the lint report. **Video 1080 × 1920 (reels, shorts): NO margin system.** Margins and the grid apply to IMAGES only (carousels, photos, templates). Videos may use the entire 1080 × 1920 screen, edge to edge: big headlines, big cards, phone and dashboard as large as the frame allows, content spread from top to bottom. No video margin lint; the emoji lint still runs on every video frame HTML. (Bandar, 28 Oct 2026.)

Every post: a hook and a CTA. Comment CTA «اكتب "سند" بالتعليقات ونرسلك الرابط» next to sanad.wa3e.ai (replies by hand / Meta tools, no bots). **Approved templates only:** T1, T7, T10, T11 (retired: T2-T6, T8, T9). R01-R15 are approved via reference; N1-N8 are candidates. No two in a row alike. **Truth:** no invented stats, no fake clients, demo data labelled «مثال توضيحي · بيانات تجريبية». **Process:** Copy Humanizer, then Emily, then Bandar. Nothing is posted or scheduled without approval.

Margins & Grid (locked, Bandar 28 Oct 2026)

One strict system for every photo, carousel and template. Enforced by `plan30/lint_margins.py` at 0 px tolerance; a failing layout blocks the render (same gate as `lint_emoji`).



Canvas 1080 × 1350 (carousels, photos). - **Outer margin 80 px on all four sides.** Content box x 80–1000, y 80–1270. Nothing but declared bleeds touches the edge. - **12 columns:** column 62, gutter 16, pitch 78 (column i starts at x = 80 + 78·i). Every text block's left and right edge sits on a column edge; shapes and photo frames have at least one edge on a grid line. - **Spacing scale 8:** every size, gap, padding and line-height is a multiple of 8; vertical positions step from the top margin (80 + 8k) or sit on the bottom margin (1270). - **Fixed anchors (same place in every template):** - Logo: top-left, (80, 80), 136 × 55 (trimmed art, so the box equals the visible logo). A big hero logo is allowed only on end cards, centred or on a column edge, inside the margins. - Chip: top-right, right edge 1000, top 80, height 56, pill radius, font 32. Secondary chips sit on a margin edge. - CTA / swipe pill: left 80, bottom edge 1190, height 72, font 38. - Photo credit: left 80, row 1198–1230, font 24. - Pager: left 80, row 1238–1270, font 28. Demo label «مثال توضيحي · بيانات تجريبية»: right edge 1000, same row 1238–1270. - **Arabic (RTL) text blocks** are right-aligned to x = 1000 (or the nearest column edge), line-height a multiple of 8, no text overlapping another text or anchor. - **Photo frames and cards:** inside the margins; radius 0, 24, 48 or pill only; padding multiples of 8. - **Full-bleed is allowed only for:** background photos, gradients, tickers/bands. Their content still obeys the margins. Decorative marks (giant quote mark, rotated stamps, outlined numerals) are declared "deco" and counted in the lint report. **Video 1080 × 1920 (reels, shorts).** Same system, adapted to the IG / TikTok UI: - Safe content box: x 80–940, y 224–1536 (top 224 clear of the profile bar, bottom 384 clear of caption + buttons, right 140 clear of the like / share rail). Left margin 80. - 12 columns: column 57, gutter 16, pitch 73. Same 8 scale. - Anchors: logo / headline start at y 224 (headline right edge 940, RTL); demo label right edge 940, row 1504–1536; CTA pill bottom edge 1536 minus 8 steps; push transition and bleeds (backgrounds, tickers) may cover the full frame, text never leaves the box. - Checked at the hold frame of every scene (after the rise-in, before the push) by `lint_margins.check_video`.

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1. Videos (editing and story)

Scope: structure, story, edit rhythm, voice and sound of reels and shorts. (Visual motion design: section 2.)

1.1 Story shape (house standard, from STANDARD.md)

Sonic logo intro, hook (2 s), turn (the pain), steps (one idea per beat), real dashboard, end card with sonic logo. One composition, one bpm grid (108 bpm), one push-right transition (0.3 s) landing on the beat. Target 25-45 s for shorts; 60 s+ only for talk-through tutorials.

1.2 Pacing and cuts

- Reference talking-head/explainer reels cut or pan every 1.5-3 s (ref-Deav4). Long process reels hold 3-6 s per phase card (DQpDAA1jiPl, 115 s, 24 fps). Minimal word-by-word loops run about 1 s per word (DPZHbAEkTlv, 17 s).
- Rule for سند: one beat = one idea = one key visual. Never two ideas per scene.

1.3 Hooks (patterns)

- Bold promise in the first 2 s (ref-Deav4 tip 1): «سيرة ذاتية مستحيل يتجاهلها المسؤول».
- A named pain («قدّمت ٣٠ طلب وما جاك رد»).
- A number («أخطاء ٥...»). A question the viewer can't skip.
- Process-promise hook: "what if X in N weeks" style (DQpDAA1jiPl opens on a promise line over solid blue).

1.4 Captions / on-screen text

- One-word burned-in captions in Tajawal, keyword highlighted, punctuation stripped (ref-Deav4; our mkshort2 implements it).
- Numbered on-screen header per point («١ ... ٣ ...»).
- Silent-first: a 3:4 post-reel with no audio must read on text alone (DUTTghFCN7_ and DVbaLf1CBPb are silent, 1080x1440).

1.5 Audio

- Key G, one arc, synthesized SFX, sonic logo at start and end, loudnorm about -15.5 LUFS, true peak at or below -2 dBFS. Voiceover optional (ElevenLabs, existing account, library voice Firas_M, no clones). Verified by levels only, not by ear.
- References measured (integrated loudness): habbar reel -14.2 LUFS, Little Plains -14.5, Jordan Watkins -14.1. We stay at -15.5 for headroom.

1.6 Hooks and CTAs at the end

- End card: logo dominant, tagline small, pill «اشترك واستثمر في مستقبلك», sanad.wa3e.ai, then the comment CTA. Reference creators end on a big keyword comment CTA (ref-Deav4, ref-DfA1t: comment "CAROUSEL").

1.7 Do / Don't

- DO: real v3-9 dashboard with demo data on a monitor mockup; one transition; readable CV pills (40 px+, one line); one render at a time.
- DON'T: neon, emoji frames, two transitions, invented stats, clones of voices, price mentions, more than one idea per beat.

1.8 Approved video look

Skin **vA** only for the short videos (STANDARD.md look). Other skins (vB-vG) are unapproved and unused until Bandar approves.

Approved: Video v3 full-screen (28 Oct 2026), the locked standard for the brag video. Exact spec: **VIDEO v3 FULL-SCREEN (LOCKED, approved by Bandar 28 Oct 2026, file sanad-brag-v3.mp4, source v3full/)** - Canvas: 1080×1920, 30 fps, ONE HyperFrames composition (0.8.114), Tajawal. Margins/grid are for images only: the video uses the whole screen (48 px breathing at the sides, content y 504–1816). No video margin lint; the emoji lint (lint_video_emoji.py) must pass. - Clock: 108 bpm (beat 0.5556 s), 44 beats = 24.444 s. Every scene start and event is written in beats in build.py and converted into src/schedule.json, which both the HTML timeline and the audio read. - Scene order and starts (beat / s): intro sonic logo 0 / 0.00 · pain 4 / 2.22 · hook (the turn) 10 / 5.56 · upload 14 / 7.78 · match 18 / 10.00 · tailor 22 / 12.22 · approve 26 / 14.44 · dash 30 / 16.67 · end card 36 / 20.00. - Transition: ONE push to the right, 0.3 s, power3.inOut (incoming x −1080→0, outgoing 0→1080), landing exactly on the beat. Elements rise 60 px over 0.35 s,

power3.out, on beats. - Header on every content scene: logo (trimmed art) left 48 / top 72, 200×81 · step chip right 48 / top 72, height 72, font 40, padding 0 40, pill · headline left 48, width 984, top 192, Tajawal 800, 120 px / line-height 144, max 2 lines, balanced, right-aligned (RTL) · demo label «مثال توضيحي · بيانات تجريبية» left 48, width 984, top 1836, 30 px / 500, 75% opacity. - Cards: left 48, width 984, radius 48, 4 px border rgba(33,33,245,.14), soft shadow. Pills: full radius, 800 weight, font 40–72 (CV job-title pills 60 px, 96 high, one line). - Scenes: PAIN 3 request forms 984×376 at y 504/904/1304 (tag pill 48 px, rows 40 px with 32 px bars) + pill «من الصفر كل مرة» y 1712 · TURN cream card 984×1280 at y 504, 150 px / 192 «خلّ البحث عن الوظيفة علينا.» · UPLOAD drop-zone 984×1100 at y 504, CV.pdf card 752×400 flies in, 3 pills 312×104 at y 1648 · MATCH 3 score cards 984×400 at y 504/928/1352, title 72 px, bars 40 px, 94/89/83% demo · TAILOR cascade of 3 cards 800×620 (left 140, y 504, offsets y +336/+672, x −60/0/+60, rotation −3/0/+3), every job title pill fully visible (محلل أعمال, مدير مشاريع, مستشار استراتيجي) · APPROVE card 984×1100 with «136 وافق وقدّم» high, swipes away, next job, badge «تمت الموافقة» · DASH phone 740×1312 (left 48, top 504, border 10 cream, radius 48), UI recreated at native 390 px width scaled 1.846, real v3-9 option 4 dashboard with demo data (سارة, Example Co., green #16A34A ring 30%, 48/160), callout pills 228×80 at left 804, y 950/1338/1558 · END hero logo 960×384 (left 60, top 200), tagline 64 px, subscribe pill 900×144 «اشترك واستثمر في مستقبلك», sanad.wa3e.ai 76 px. v3 also carried the dashed comment-CTA box (y 1280, 984×416, 68 px); from v4 on the video end card has NO comment box (the comment CTA stays in captions and slides). - Audio: key G, ONE continuous synthesized arc (numpy, royalty-free): G pedal + fifth under the sonic tail, tense pain, riser into a crash/kick/clap turn, chords G-D-Em-C-G-Em-D-G by beat (10-14 G, 14-18 D, 18-22 Em, 22-26 C, 26-30 G, 30-34 Em, 34-36 D, 36-44 G). SFX at the exact schedule time of each action (whoosh ends on each push beat). Master: loudnorm I −15.5 / TP −2.5 + alimiter 0.75, result about −15.4 LUFS, true peak −2.5 dBFS, AAC 192k. Verified by levels only (no speaker on the box). - Render: `npx hyperframes@0.8.114 render --workers 2 -q standard`, then ffmpeg mux. Brand: #2121F5 / #FAF8EA / white, no neon, no emoji graphics, logo unchanged, honest copy with demo labels.

1.9 Reference examples (video)

Ref	URL	What to borrow
DcqTk1KAIrc (habbaring, 60 s, 1080x1350, -14.2 LUFS)	https://www.instagram.com/p/DcqTk1KAIrc/	A "showreel in a frame": fixed branded frame, rolling clips inside; title chip fixed on top
DQpDAA1jiPl (littleplains, 115 s, 9:16)	https://www.instagram.com/reel/DQpDAA1jiPl/	Phase-by-phase process story with one label per phase
DPZHbAEkTlv (jordans.archivess, 17 s, 9:16)	https://www.instagram.com/reel/DPZHbAEkTlv/	One-word-at-a-time rhythm, one shape morphing
DUTTghFCN7_ (studio.baseline, 10 s, 3:4, silent)	https://www.instagram.com/p/DUTTghFCN7_/	Silent loop that sells a format
DVbaLf1CBPb (studio.baseline, 7 s, 3:4, silent)	https://www.instagram.com/p/DVbaLf1CBPb/	Teaching one idea in 7 s
ref-Deav4 (artem.novitckii, 67.5 s)	/workspace/sanad/promo/ref-Deav4/NOTES.md	6 tips: 2 s hook, number, 7-9 slides, saves, swipe file, comment keyword
ref-DfA1t (artem.novitckii, 68.8 s)	/workspace/sanad/promo/ref-DfA1t/NOTES.md	talking head + full-screen blue title cards per item, comment CTA
### 1.10 Add a new reference (videos)		
Download (yt-dlp, no login) into references//, extract frames at 1 per 2 s, measure LUFS and silence, then add a row to 1.9, a breakdown to section 2.x, a changelog line, and a Notion row.		

2. Video Design (motion graphics, end cards, on-screen type)

2.1 Layout / grid

- Vertical 1080x1920 (short) or 1080x1350 / 1080x1440 (post-reels). Locked v3 full-screen layout: headline 120 px / 800 (line 144, 2 lines max, top 192), cards 984 wide (left 48, radius 48), phone 740x1312, content y 504-1816; every number is in 1.8 and STANDARD.md.
- Video uses the full 1080x1920 screen (margins and grid apply to images only); the emoji lint still runs.
- "Framed window" layout (habbar): fixed frame + title chip on top, content window in the middle, brand lockup and handle at the bottom. Works for showreels and screen recordings.

2.2 Typography

- Tajawal 800 for headlines, 500-700 for captions. Hook line 92 px+, tagline at most 72 px (usually 46 px). Keyword highlight by weight/colour, not by emoji.
- References mix serif italic + sans for a premium feel (Little Plains hero line is a light italic serif on blue). For سند Arabic: keep Tajawal; get the contrast from weight and size, not a second Arabic face.
- Hand-lettered type (Jordan Watkins) is a reference for rhythm only.

2.3 Colour

Blue #2121F5 full-screen title cards (ref-DfA1t, Little Plains and habbar all use a saturated royal blue, which matches the brand). White cards on blue; navy for terminal/dark scenes. Accents: one at a time, 5% of area.

2.4 Imagery and screens

- Real dashboard crops on a CSS monitor mockup (bezel, stand) with demo data. Free-licence photos for mood only.
- Card-fan diagrams ("document cards joined by thin lines into one hub") explain a process (Little Plains). In سند: CV card, job card, match card joined to an approval step.

2.5 Motion and transitions

- ONE transition: 0.3 s push-right landing on the beat. Everything else eases (no linear moves). Reference lesson (DVbaLf1CBPb): ease-in-out, nothing starts or stops abruptly; blue "pills" stretch along the motion path (squash and stretch).
- Stacked-card type loops (DUTTghFCN7_): cards slide in a vertical stack, alternating weight and face, 60 fps.
- Counters, bars and rings animate once, on the beat.

2.6 Pacing

New element every beat (about 0.55 s at 108 bpm); scene length 2-4 s; hook scene 2 s max.

2.7 On-screen text

One-word captions, numbered headers, never more than 7 words on screen. Never a sentence trailing "..." (the «سند...» pill with nothing after it looked broken and is banned).

2.8 Audio design

Sonic logo at intro and end beat; SFX synthesized in G; no music under the voiceover louder than -22 LUFS short-term.

2.9 End cards

v3 full-screen end card: hero logo 960x384, tagline 64 px, pill 900x144 «اشترك واستثمر في مستقبلك», sanad.wa3e.ai 76 px. v3 had a dashed comment-CTA box; from v4 the video end card has no comment box (comment CTA stays in captions and slides).

2.10 Do / Don't

- DO: lint every video HTML for emoji; check real UI crops by eye; keep one push transition.

- DON'T: emoji as a graphic, neon green, a second transition style, a changed logo, text smaller than 40 px on pills.

2.11 Approved templates for video

vA skin for short videos; **Video v3 full-screen** (see 1.8, full numbers in STANDARD.md) for the brag video. Reference-inspired candidates to review later: framed window (R01), stacked type cards (R10), gray lesson with blue pills (R11), phase cards (R12), one big word (R14).

2.12 Reference breakdowns (video design)

habbaring showreel, DcqTk1KAIrc (https://www.instagram.com/p/DcqTk1KAIrc/): 1080x1350 reel. Constant frame: royal-blue border, white inner, a blue-filled number chip and title on top, centre window cycles clips (16:9 letterboxed), lower area carries logo lockup, handle row and a hand-drawn orange curved arrow. Captioned as a national-day tribute with hashtags and one emoji in text. Takeaway: one fixed shell + changing content = fast to produce. **Little Plains, DQpDAA1jiPl** (https://www.instagram.com/reel/DQpDAA1jiPl/): blue open, white italic serif hero «Generative Sprints» with a small signature; then "Phase N · Name" labels, white document cards fan out and join into a hub, terminal/browser screen captures as proof, final "as fast as 2 weeks" in big serif on blue. Takeaway: label every phase, show proof screens, end on the number. **Jordan Watkins, DPZHbAEkTlv** (https://www.instagram.com/reel/DPZHbAEkTlv/): near-black and lilac fields, white circles stack and morph, one hand-lettered word per beat. Takeaway: a single morphing shape plus one word each beat. **studio.baseline, DUTTghFCN7_** (https://www.instagram.com/p/DUTTghFCN7_/): blue side margins, a vertical stack of white cards each showing a different typeface of the same words, scrolling like a slot machine. Takeaway: contrast type styles in one stack. **studio.baseline, DVbaLf1CBPb** (https://www.instagram.com/p/DVbaLf1CBPb/): warm-gray field, blue rounded pills move down with motion blur, a small left-aligned title block ("Lesson #3"). Takeaway: tiny title block, big motion, a series numbering system. **ref-Deav4 / ref-DfA1t** (artem.novitckii): curved-monitor b-roll of a carousel library with big numbered headings; talking head with full-screen blue title cards; one-word captions; yellow keyword end CTA.

2.13 Add a new reference (video design)

Same as 1.10, then add a bold-line breakdown here: shell/grid, type, colour, motion, end card, and one "takeaway for سند" line.

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3. Photo Design (single static posts and photo treatment)

3.1 Layout / grid

Canvas 1080x1350 (4:5). Margins 80 px on all four sides (locked, see Margins & Grid in section 0). One focal element. Logo top-left (80,80), topic chip top-right; pager and demo label on the bottom row. Recipes (R = rebuilt in سند brand): - R02 article card on blue: a white "paper" card (mini headline + rule lines) floating on royal blue, giant white question below. - R05 soft-gradient hero object: pale blue gradient, headline top, one 3D-looking object (signpost) centred, logo bottom. - R06 icon grid + pill: headline, 2x3 rounded tiles (numbered, no emoji), pill CTA bottom. - R07 dark quote over portrait: navy field, centred quote, mood photo fading up from the bottom. - R08 question + dark photo block: white page, centred question, rounded photo block, comment line. - R15 framework matrix: headline, rule heading, 5 labelled columns with line placeholders (strategy diagram). - R09 full-bleed photo + giant title + pill (also the cover recipe of a carousel).

3.2 Typography

Headline 90-130 px Tajawal 800, line-height 1.25-1.3; sub 40-46 px 500-700. Reference habit: huge tight headline overlapping the photo subject (Mobile Editing Club). Max 12 words.

3.3 Colour

Pastel gradient (pale blue to periwinkle) for friendly topics; navy for quotes; white + one blue block for authority. Yellow only as a highlighter chip.

3.4 Photo treatment

Free-licence photos only, credit line on the slide («Photo: author / Pexels») and in the Sheet. Mood photography, never a named real person or client. Treatments: full-bleed with 0-80% navy gradient at the text side; rounded rectangle (radius 24-36) inside a card; duotone/dark overlay for quotes; B/W for city shots.

3.5 Hooks and CTA placement

Hook = the largest text, top third. CTA pill bottom or a comment line («اكتب "سند" » / «شاركنا إجابتك بالتعليقات"...»). Reference accounts ask for comments with a pill at the bottom (Mazen AlDarrab).

3.6 Captions

Caption repeats the hook in the first line, one question, hashtags kept to 3-5, an optional single emoji (about 1%).

3.7 Do / Don't

- DO: one focal element, huge headline, one accent.
- DON'T: more than one photo, stock handshake clichés, stats we can't back, emoji tiles.

3.8 Approved templates for photos

T1 photo-led cover, T11 blue photo-split (approved at post level). R02, R05-R09, R15 are approved as reference styles; N-candidates (N1 magazine cover, N2 quote card, N5 minimal block, N8 type poster) await a pick.

3.9 Reference examples (photo)

Ref	URL	Recipe
DVMBePPjCt8 habbaring	https://www.instagram.com/p/DVMBePPjCt8/	article-screenshot card on royal blue (R02)
DesCekOoc8H mdarrab	https://www.instagram.com/p/DesCekOoc8H/	pale gradient + one 3D object (R05)
DemzOBPIKNB mdarrab	https://www.instagram.com/p/DemzOBPIKNB/	rounded app-icon grid + pill (R06)
DdhcxROI9Ou mdarrab	https://www.instagram.com/p/DdhcxROI9Ou/	navy quote over portrait (R07)
Dct2zfoIWPU mdarrab	https://www.instagram.com/p/Dct2zfoIWPU/	question + dark photo (R08)
DU76rTakstL kenny.kenray	https://www.instagram.com/p/DU76rTakstL/	framework matrix infographic (R15)
### 3.10 Reference breakdowns (photo)		
DVMBePPjCt8 (habbaring, 25 Feb 2026, 157 likes): announcement of a film partnership. Royal-blue field, a white "news article" card at the top, large white text in the lower half, brand lockup bottom. Hook = the announcement; CTA = link in bio (caption). Hierarchy: blue field > card > white text. For سند: product/news announcements.		
DesCekOoc8H (mdarrab, 19 Oct 2026): pale-blue gradient, tiny header line, large dark headline top, centred 3D signpost, small subline; the caption is a cut-off sentence that drives curiosity (the post ends mid-thought). Takeaway: one object conveys the idea; unfinished caption = curiosity (use sparingly; never leave the on-slide text unfinished).		

Ref	URL	Recipe
DemzOBPIKNB (mdarrab, 17 Oct 2026): light gradient, headline, a tight grid of rounded app icons, a pill button at the bottom, caption asks for tools in the comments. Takeaway: question-to-comments CTA.		
DdhcxROI9Ou (mdarrab, 20 Sep 2026): navy field, centred quote in white, portrait photo bottom with a blue tint. Takeaway: dark quote + photo.		
Dct2zfoIWPU (mdarrab, 31 Aug 2026): white/dark question card, dark silhouette photo, "share with us in the comments" caption. Takeaway: question + comments.		
DU76rTakstL (kenny.kenray, 18 Feb 2026, 11K likes): light page, bold dark headline, a table of "foundation" vs "activities" with tiny type in columns, navy and blue labels. Caption pattern: "Most people think X. The pros know Y." (contrast hook). Takeaway: tidy matrix = highly saveable.		
### 3.11 Add a new reference (photo)		
Download the cover with the no-login Playwright method (references/fetch_refs.py), record account, date, caption pattern, then add a recipe row in 3.9, a breakdown in 3.10, and rebuild as the next R template.		

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4. Carousels

4.1 Structure (locked)

7-9 slides: 1 hook cover with a number, 5-7 value slides (one idea each), 1 «احفظ البوست» save slide, 1 CTA slide (link + comment CTA). Save-worthy content: checklists, CV templates, question lists, cheat-sheets. Swipe cue on every slide but the last («اسحب ←»), page counter «٨ / ٣».

4.2 Layout / grid

1080x1350. Margins 80 px. Cover = giant hook; inner slides = one title (top), one body block, one visual; footer = counter + «٠ مثال توضيحي بيانات تجريبية» when demo data. Colour or layout rhythm may change slide to slide only inside ONE template (no mixing).

4.3 Typography

Cover 100-130 px/800; inner title 70-90 px; body 44-52 px/500-700. Number on the cover in the largest weight.

4.4 Colour

Within the template: base + one accent. Blue-led (T11, R02, R12), cream-led (T7), navy-led (T10) or photo-led (T1).

4.5 Imagery

Real dashboard crops with demo data, brand shapes, free-licence photos (one per carousel, credit on the slide). No emoji graphics.

4.6 Slide flow patterns

- **List:** cover (number) > one item per slide > save > CTA (DSav-9ZjOmF, DP_rGEnjP6f, DVBr5wdEZHV).
- **Question series:** each slide is a question headline with line art, answer in the next slide (habbaring radar series).
- **Editorial explainer:** cover headline > "the study" (photo) > "what it means" > "the technique" > "try this" > checklist (Advancing Man).
- **Workflow tutorial:** cover with full-bleed photo and giant title > numbered steps on a beige mood-board mosaic > swipe pill (Mobile Editing Club).
- **Compare:** two columns, tick/cross SHAPES (not emoji).

4.7 Hooks (patterns)

Number + pain («أخطاء ٥...»), a question that names the reader's fear, "Most people think X; the pros do Y", "how to X with Y in N steps", contrarian truth. Cover must work with the sound off in 2 s.

4.8 CTAs

Slide before last: save prompt. Last slide: sanad.wa3e.ai + the comment CTA in a dashed box. Reference pattern: workflow carousels end with a comment keyword (DdPimItGtNp: 2,726 comments; its caption ends with a "comment " CTA).

4.9 Captions

First line = hook; second = one-sentence value; question to trigger comments; CTA line; 3-5 hashtags.

4.10 Do / Don't

- DO: number on cover, one idea per slide, consistent page counter, credit photos, lint for emoji.
- DON'T: 3-4 slide formats, a different template mid-carousel, text under 40 px, invented stats, an unfinished "سند..." pill.

4.11 Approved templates (carousel)

T1 photo-led cover (D06-S1), T7 cream editorial (D02-S2), T10 news-ticker navy (D05-S1), T11 blue photo-split (D03-S3). Reference-level approved: R01-R15 (see index). Candidates: N1-N8. Retired: T2-T6, T8, T9.

4.12 Reference examples (carousel)

Ref	URL	Slides captured	Recipe
DSav-9ZjOmF habbaring (831 likes)	https://www.instagram.com/p/DSav-9ZjOmF/	5	white pages, giant blue Arabic headline, illustration, stripe footer + dot pager (R03)
DP_rGEnjP6f habbaring (906 likes)	https://www.instagram.com/p/DP_rGEnjP6f/	7	question headline in blue, blue line-art, yellow-orange answer chip, stripe footer (R04)
DdPimItGtNp Mobile Editing Club (2,561 likes / 2,726 comments)	https://www.instagram.com/p/DdPimItGtNp/	2	full-bleed photo cover with giant title + pill (R09); beige mood-board slide with swipe pill
DVBr5wdEZHV Advancing Man (2,408 likes)	https://www.instagram.com/p/DVBr5wdEZHV/	6	editorial sheet with highlighter, photo slides with lower-third text (R13)
### 4.13 Reference breakdowns (carousel)			

Ref	URL	Slides captured	Recipe
DSav-9ZjOmF (12/18/2025, booklet reminder for Arabic Language Day): a series of white slides; cover has a big blue stylised word plus a small booklet image; inner slides use giant outline/solid letters as decoration and one question or claim; footer is a stack of blue stripes and a numbered dot pager; logo bottom-right. Caption: reminder + prepare the audience for coming content. Pattern: anniversary + reminder hook.			
DP_rGEnjP6f (10/19/2025): every slide asks a short question in royal-blue display Arabic, one line-art illustration (lighthouse, radar, life ring, ship wheel) in blue, a white strip with a few body lines, a yellow/orange highlight chip, the brand lockup bottom-right and a stripe footer; a repeated date-stamp motif top-left. Caption: bold claim + "wisdom for the creative field". Pattern: "question > one illustrated answer".			
DdPimItGtNp (13 Sep 2026): cover = photo full-bleed, giant white two-line title overlapping the subject, small "how to build a ..." line, yellow pill "our workflow →". Slide 2 = beige background, tight bold sans headline (80-110 px), a paragraph with the key words coloured, a mosaic of 5 photos in rounded rectangles in one colour family (yellow/green), a handwritten note with an arrow, a "swipe" pill bottom-right, a tiny brand lockup top-centre. Caption: "How to ... → " + the workflow explained + comment keyword for a resource. Takeaway: colour-matched photo mosaic = designed look.			
DVBr5wdEZHV (21 Feb 2026): slide 1 = off-white sheet, giant black headline with a lime highlighter label, small mono header and a barcode footer; slide 2 = photo with a bordered "the study" title card; slides 3-8 = photo full-bleed (dark), brand-name header, a lower-third white bold statement, one highlighted keyword; last = checklist with tick boxes. Caption: a quote + "stick around". Takeaway for سند: photo-led slides + one bold lower-third line.			
### 4.14 Add a new reference (carousel)			
1. Add the URL to references/urls.txt and run fetch_refs.py (or fetch2.py for slide stepping).			
2. Describe: grid, type, colour, image treatment, slide flow, hook, CTA, swipe cue.			
3. Build R16+ in plan30/templates_ref.py using brand colours, a free-licence photo, 0 emoji.			
4. Render a cover sample from an existing hook; lint; add to the R board.			
5. Add: breakdown here, a row in the Sheet "Visual templates", a Notion row, a changelog line.			

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5. Template index

ID	Name	Status	Source	Use for
T1	Photo-led cover	Approved (D06-S1)	sanad	tips, photo-led lists

ID	Name	Status	Source	Use for
T7	Cream editorial	Approved (D02-S2)	sanad	stories, case analysis
T10	News-ticker navy	Approved (D05-S1)	sanad	alerts, news, warnings
T11	Blue photo-split	Approved (D03-S3)	sanad	how-to, steps
T2-T6, T8, T9		Retired	sanad	never
N1-N8	magazine cover, big quote, numbered timeline, photo grid, minimal block, paper form, comparison table, outlined type poster	Candidate	sanad	wait for pick
R01	Framed screen window	Approved via reference	habbaring DcqTk1KAIrc	showreel / screen window
R02	Article card on blue	Approved via reference	habbaring DVMBePPjCt8	announcements
R03	Editorial white + stripe footer	Approved via reference	habbaring DSav-9ZjOmF	guides, reminders
R04	Question + line-art + chip	Approved via reference	habbaring DP_rGEnjP6f	question series
R05	Soft gradient hero object	Approved via reference	mdarrab DesCekOoc8H	one-idea tips
R06	Icon grid + pill	Approved via reference	mdarrab DemzOBPIKNB	tools / lists with comment CTA
R07	Dark quote over portrait	Approved via reference	mdarrab DdhcxROI9Ou	quotes, stories
R08	Question + dark photo block	Approved via reference	mdarrab Dct2zfoIWPU	questions
R09	Full-bleed photo + giant title	Approved via reference	Mobile Editing Club DdPimItGtNp	workflow covers
R10	Stacked type cards on blue	Approved via reference	studio.baseline DUTTghFCN7_	word-play covers, short loops

ID	Name	Status	Source	Use for
R11	Gray lesson + blue pills	Approved via reference	studio.baseline DVbaLf1CBPb	series / lessons
R12	Blue hero + phase cards	Approved via reference	Little Plains DQpDAA1jiPl	process, roadmap
R13	Editorial sheet + highlighter	Approved via reference	Advancing Man DVBr5wdEZHV	explainers
R14	One big word, minimal	Approved via reference	Jordan Watkins DPZHbAEkTlv	punchy single-word hooks
R15	Framework matrix	Approved via reference	kenny.kenray DU76rTakstL	checklists / frameworks
R boards: /workspace/sanad/social/templates/R_TEMPLATES_BOARD.png. N board: /workspace/sanad/social/templates/NEW_TEMPLATES_BOARD.png.				

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6. Pre-publish checklist

- [ ] Hook visible in 2 s; number on the cover (carousel)
- [ ] CTA present, comment CTA «اكتب "سند" بالتعليقات ونرسلك الرابط» + sanad.wa3e.ai
- [ ] 7-9 slides incl. «احفظ البوست»; no template mixing; not the same template as the previous post
- [ ] Template is T1/T7/T10/T11 (or an R/N template Bandar picked)
- [ ] Emoji lint = 0 (slides and frames); real UI crops checked by eye
- [ ] No neon, logo unchanged, Tajawal, readable at 40 px+
- [ ] Photos free-licence, credit on slide and in the Sheet
- [ ] No invented stats / clients; demo data labelled
- [ ] Copy: Humanizer, then Emily, then Bandar
- [ ] Video: one transition, sonic logo, loudness check by levels
- [ ] Replies to comments are by hand / Meta tools, no bots

7. Changelog

- 2026-10-28: Document created from 15 references + ref-Deav4 + ref-DfA1t. Structure split into Videos / Video Design / Photo Design / Carousels. R01-R15 added (approved via reference). N1-N8 added as candidates. Approved-only rule, no-emoji-graphics rule locked.
- 2026-10-28: Approved posts: D02-S2 (T7), D05-S1 (T10), D06-S1 (T1), D03-S3 (T11).
- 2026-10-28 (v4): Margins & Grid locked (80 px margin, 12-col grid, 8 scale, fixed anchors; images only) + lint_margins.py wired into the render pipeline; all templates and the 4 approved posts re-rendered (alignment only).
- 2026-10-28 (v5): video v2 rebuilt on the approved video designs. (v6): margins apply to images only; videos use the full 1080x1920 screen; video margin lint and safe box removed; sanad-brag-v3.mp4 re-rendered full-screen (emoji lint kept).
- 2026-10-28 (v7): Video v3 full-screen approved by Bandar and locked (canvas, headline, cards, phone, layout, timing, transition, audio, scene order); recorded in 1.8, 2.1, 2.9, 2.11 and STANDARD.md.

DOCUMENT · RENEWAL-FLAGS.html

Published copy (redacted) of `sanad/payments/RENEWAL-FLAGS.md` · source updated 3 Nov 2026 09:17 Riyadh · synced 4 Nov 2026 05:16

Renewal flags (سند · Payments)

Client	Plan	Type	Renewal date	Reminders → Customer Service (Riyadh, UTC+3)
[client] ([client-id])	1 month	COMPLIMENTARY (Bandar via سند Lead, 3 Nov 2026)	2026-12-03	2026-11-19, 2026-11-26, 2026-11-30, 2026-12-02

Notes: reminders are handed to Customer Service internally; any client message follows the approval chain (Customer Service → Copy Humanizer → Emily → Bandar → سند · WhatsApp). No payment link is generated for a complimentary pass; renewal terms after 3 Dec need Bandar's decision.

STATUS (2026-11-03 09:18 Riyadh): ON HOLD. Do not send any of the four [client] ([client-id]) renewal flags to Customer Service until سند Lead confirms what Bandar decides happens after 3 Dec. Requested by QC.

DOCUMENT · SPEND-LEDGER.html

Published copy (redacted) of `sanad/payments/SPEND-LEDGER.md` · source updated 3 Nov 2026 12:26 Riyadh · synced 4 Nov 2026 05:16

سند (Sanad) Spend Ledger

Built Sat 31 Oct 2026 (Riyadh, UTC+3) by سند · Billing. Read-only sources: no payments, sends or code changes. CSV twin: `SPEND-LEDGER.csv` (same rows, UTF-8 with BOM). No card numbers, IBANs or tokens are included (last 4 only).

Totals (excluding duplicates and unattributed items)

Bucket	SAR	USD	Credits / units
Paid (cash out)	517.50 (Moyasar setup fee)	10.00 (HeyGen API top-ups: 5.00 at 08:03 + 5.00 at 12:14)	n/a
Pending (not yet placed)	0	0 (the planned $3 HeyGen top-up was replaced by the paid $5.00 one)	n/a
Credit-use: HeyGen (drawn from the prepaid wallet, not extra cash)	n/a	8.13 (0.40 + 1.67 + 1.96 + 1.97 + 2.13)	n/a
Credit-use: fal.ai (computed from list price, no receipt)	n/a	2.78 (1.617 + 1.165)	n/a
Credit-use: Higgsfield	n/a	n/a	971.46 credits
Credit-use: ElevenLabs (plan quota)	n/a	n/a	812 characters

Cash view: paid SAR 517.50 + USD 10.00. Nothing pending. Do not add HeyGen credit-use on top of the top-ups: it is the same money being spent down (wallet 5.00 -> 0.97, then topped up to 5.97 at 12:14).

Held out of the totals, needs a decision: - ElevenLabs Starter plan, USD 1.15 (SAR 4.49), paid 3 Oct on Visa ••••. Paid before سند brand work started, so attribution is unconfirmed. - Higgsfield plan reactivation on 29 Oct (about +1,270 credits). No price recorded anywhere I could read.

Entries: 44 rows. 3 are duplicate or superseded rows kept for transparency and not counted. 1 row has an unknown amount (plan reactivation). So 40 rows carry counted amounts, plus the 1 held-out ElevenLabs charge makes 39 in the totals above.

How the سند Higgsfield entries were identified

`/workspace/higgsfield/usage.log` mixes projects. I kept lines L30-L65 (24 Oct onward), whose team or bot field says `sanad` or `سند` (سند Lead, Studio (سند), Video Editor (سند), Sanad Lead/reel executor, sanad-lead) or whose text says sanad reel / reel-1..14. Skipped: boutique entries (1-3 Oct, creative-analyst), واع entries (18-20 Oct, Vesta and Emily, including the +500 credit top-up on 19 Oct) and the log header.

Flags

1. **Duplicates, not double-counted:** L45 (4) and L46 (133.4) are subsumed by the L47 reel-1 TOTAL (232.8; balance 1183.74 -> 950.94). L49 (est 87.5) is superseded by L50 FINAL (55.05). fal L58 and L59 are one charge. The old 450 SAR Moyasar row is closed and replaced by the paid 517.50 row.
2. **Hessa abaya still (2 credits, L65):** already in the usage log, so not added again. The log says "try 1 of 3" and retries are not logged yet. The balance of 436.39 is "expected", not verified.
3. **Two HeyGen $5.00 top-ups today are separate payments:** #2050-4779 (08:03, already spent down to 0.97) and the 12:14 top-up (wallet 0.97 -> 5.97, for the reel 14 v5 lip-sync re-run, ~$2). The 12:14 one is reconciled to receipt #2663-2330 (invoice VTFENFHD-0002), which arrived in [email removed] at 12:14. No $3 pending line remains (HeyGen's minimum is $5).
4. **Reel 14 was rendered twice** on HeyGen ($1.67 + $1.96), and both were charged. The $1.96 render is only in `JOBS.md`, not in `usage.log`.

5. **Log arithmetic:** L39 -> L40 balance drops 7, not 8 (1-credit gap). L41 balance is 0.15 off. Immaterial, but the log is hand-kept.
6. L55 gives "~245" credits; I used 245.15 from the verified balance change (761.04 -> 515.89).
7. ElevenLabs renews 3 Nov at about USD 6.00 + VAT (the promo was first-month only), and a usage alert ("over 80% of limit") came on 24 Oct.

Gaps (missing data)

- **Approver missing** on all Higgsfield, fal, ElevenLabs and the HeyGen $5 08:03 / reel-14 rows. Only Moyasar (Bandar), the 12:14 HeyGen top-up (Bandar) and reel 13 pilot D (Bandar, per سند Lead chat) are explicit. Higgsfield credit use is under a plan, so there is no per-item approval trail.
- **Higgsfield plan price / payer / card last 4** for the 29 Oct reactivation: not recorded.
- **fal.ai:** amounts are computed estimates (key cannot read billing). Funding method and card are unknown.
- **Moyasar:** paid by Apple Pay, so the underlying card's last 4 is not recorded.
- **HeyGen receipt:** the card (Visa ••••) is shown, but the emails do not say who approved the 08:03 $5.00 (the 12:14 one was approved by Bandar per chat). The wallet dropped 5.00 -> 4.60 at 08:10, which matches it.
- **Other HeyGen / Stripe receipts:** two HeyGen receipts exist in [email removed] (#2050-4779 and #2663-2330) (search of "HeyGen", "receipt", "invoice", "payment", "stripe"). Searched the [email removed] mailbox only, not the other connected mailboxes.
- Tabby, Tamara and domain fees: no invoices found in the mailbox, so nothing to log yet.

Ledger

Status values: `paid`, `pending`, `credit-use`, plus `duplicate-not-counted` (kept for audit, excluded from totals).

ID	Date (Riyadh)	Vendor	Item	Amount	Currency	Payment method	Approved by	Source	Related asset	Status	Notes
SP-001	2026-10-24	Higgsfield	4 Nano Banana Pro face options	8	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L30)	brand face (female) - face options	credit-use	
SP-002	2026-10-24	Higgsfield	4 round-2 face options	8	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L31)	brand face - face options	credit-use	
SP-003	2026-10-24	Higgsfield	4 round-3 face options	8	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L32)	brand face - face options	credit-use	
SP-004	2026-10-24	Higgsfield	6 male identity reference shots	12	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L33)	male identity refs	credit-use	
SP-005	2026-10-25	Higgsfield	2 face options, second male	4	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L34)	second male face	credit-use	
SP-006	2026-10-25	Higgsfield	2 round-2 options, second male	4	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L35)	second male face	credit-use	
SP-007	2026-10-25	Higgsfield	2 round-3 options, second male	4	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L36)	second male face	credit-use	
SP-008	2026-10-25	Higgsfield	4 round-4 options, second male (A-D)	8	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L37)	second male face	credit-use	
SP-009	2026-10-25	Higgsfield	2 round-5 options, second male	4	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L38)	second male face	credit-use	

ID	Date (Riyadh)	Vendor	Item	Amount	Currency	Payment method	Approved by	Source	Related asset	Status	Notes
SP-010	2026-10-25	Higgsfield	second male r6 options x2	4	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L39)	second male face	credit-use	
SP-011	2026-10-26	Higgsfield	female face	8	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L40)	brand face (female)	credit-use	Balance chain: L39 left 73, L40 left 66 (73-8=65): 1-credit gap in log.
SP-012	2026-10-29	Higgsfield	4 female brand-face stills (nano_banana_pro 2k)	8	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L41)	brand face (female)	credit-use	Log notes plan was then reactivated (balance 57.85 -> 1327.85). See plan-reactivation row.
SP-013	2026-10-29	Higgsfield	Round-2 female face: 6 final + 4 superseded (incl. 1 retry)	20	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L42)	brand face (female) round 2	credit-use	
SP-014	2026-10-29	Higgsfield	Identity library: 27 ref-sheet imgs, model tests, Soul ID Hessa+Jawaher, 3 Kling motion tests, 1 Soul test	98.87	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L43)	identity library	credit-use	
SP-015	2026-10-29	Higgsfield	Faisal Soul ID trained (25) + Jawaher/Faisal Soul test images (0.24)	25.24	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L44)	identity library (Faisal Soul ID)	credit-use	Separate from L43 (L43 says Faisal Soul pending 25). Job total ~124.1 = L43 + L44.
SP-016	2026-10-30	Higgsfield	reel-1 model test: 2 shared start stills	4	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L45)	reel 1 model test	duplicate-not-counted	Subsumed in L47 TOTAL (232.8 includes stills 4).
SP-017	2026-10-30	Higgsfield	reel-1 test video clips (Kling 3.0, Seedance 2.0, Wan 3.0)	133.4	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L46)	reel 1 model test	duplicate-not-counted	Interim line; subsumed in L47 TOTAL (balance 1183.74 -> 950.94).
SP-018	2026-10-30	Higgsfield	reel-1 3-model test TOTAL (stills + Kling/Seedance/Wan + Sync Lipsync)	232.8	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L47)	reel 1 model test	credit-use	Verified by balance 1183.74 -> 950.94. Counted instead of L45+L46.
SP-019	2026-10-30	Higgsfield	reel-1 Kling v2 refinement (2 bases + Sync Lipsync)	58.5	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L48)	reel 1 (v2)	credit-use	Balance 950.94 -> 892.44 verified.
SP-020	2026-10-30	Higgsfield	reel-1 Kling v3 ESTIMATE	87.5	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L49)	reel 1 (v3)	duplicate-not-counted	Estimate superseded by L50 FINAL 55.05.
SP-021	2026-10-30	Higgsfield	reel-1 Kling v3 FINAL (2 bases + Sync Lipsync)	55.05	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L50)	reel 1 (v3)	credit-use	Balance 892.44 -> 837.39 verified.
SP-022	2026-10-30	Higgsfield	reel-1 v4 candidate: Sync Lipsync re-run on tail (not used in final cut)	21.75	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L51)	reel 1 (v4)	credit-use	Wasted/unused but charged. Balance 837.39 -> 815.64.
SP-023	2026-10-30	Higgsfield	reel-1 v5 candidate: retime only, no generation	0	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L52)	reel 1 (v5)	credit-use	0 credits.
SP-024	2026-10-30 13:17	Higgsfield	reel-1 v6: Kling 3.0 6s x2 (15.0) + sync 5.5s x2 (39.6)	54.6	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L53)	reel 1 (v6)	credit-use	Balance 815.64 -> 761.04.
SP-025	2026-10-30 13:35	Higgsfield	reel-1 v7 card redesign + end card	0	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L54)	reel 1 (v7)	credit-use	0 credits.

ID	Date (Riyadh)	Vendor	Item	Amount	Currency	Payment method	Approved by	Source	Related asset	Status	Notes
SP-026	2026-10-30	Higgsfield	Reels 3,5,8,9,10,11,12 v1 candidates (R3 31, R5 36, R8 53, R9 36, R10 26, R11 31, R12 31)	245.15	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L55)	reels 3,5,8,9,10,11,12	credit-use	Log says ~245; 245.15 derived from balance 761.04 -> 515.89. Per-reel figures approximate.
SP-027	2026-10-30 21:30	Higgsfield	reel-13 lip-sync pilot A (Kling 3.0 std 11s + sync 10.1s)	53.5	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L56)	reel 13 pilot A	credit-use	Balance 515.89 -> 462.39. Also ElevenLabs 110 chars.
SP-028	2026-10-31 09:08	Higgsfield	male presenter male-01 options 1-4 (4 stills)	6	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L60)	male-01 presenter	credit-use	
SP-029	2026-10-31 10:02	Higgsfield	male presenter male-01 options 5-8 (4 stills)	6	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L61)	male-01 presenter	credit-use	
SP-030	2026-10-31 10:10	Higgsfield	male presenter male-01 options 9-12 (4 stills)	6	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L62)	male-01 presenter	credit-use	
SP-031	2026-10-31 10:12	Higgsfield	male presenter male-01 options 13-16 (4 stills)	6	credits	n/a (plan credits)	not recorded	usage log (higgsfield/usage.log L63)	male-01 presenter	credit-use	
SP-032	2026-10-31	Higgsfield	Hessa black Jawaher-style abaya still (nano_banana_2_1 2k), try 1 of 3	2	credits	n/a (plan credits)	Bandar (11:59, via سند Lead)	usage log (higgsfield/usage.log L65)	reel 14 v5 - Hessa abaya still	credit-use	Item 4 of the brief: already in usage log, so not added again. Log says 'try 1 of 3': any retries are not logged yet. Balance 436.39 is 'expected', not verified.
SP-033	2026-10-29	Higgsfield	Plan reactivation (balance 57.85 -> 1327.85, about +1,270 credits)	not recorded	unknown	not recorded	not recorded	usage log (higgsfield/usage.log L41 note: 'Mira later reactivated plan')	Higgsfield plan / credit pool	paid	GAP: plan price, payer and card last 4 not recorded anywhere I could read. Not in totals. Needs Bandar/Mira to confirm.
SP-034	2026-10-31 08:03	HeyGen	HeyGen API top-up, receipt #2050-4779 (Qty 5 x $1.00; invoice VTFENFHD-0001)	5.0	USD	Visa ••••	Bandar (confirmed 31 Oct 12:23 via سند Lead)	receipt email ([email removed], Stripe, 31 Oct 2026 05:03 UTC)	HeyGen API wallet (funds reel 13/14 renders)	paid	Approver confirmed by Bandar 31 Oct 12:23. Wallet drew 5.00 -> 0.97 afterwards. Do not count wallet draws as extra cash.
SP-035	2026-10-31 08:10	HeyGen	Reel 13 Avatar IV pilot D (10.05s, 1080p); wallet 5.00 -> 4.60	0.4	USD	HeyGen API wallet (prepaid via Visa ••••)	Bandar (pilot, per سند Lead chat)	chat from سند Lead + usage log L57 + reels-library/_tools/JOBS.md L9	Reel 13 pilot D (video 4d162ffe...)	credit-use	Drawn from the $5.00 top-up; not additional cash.
SP-036	2026-10-31 ~10:40	HeyGen	Reel 14 Hessa remake v1 (43.2s audio, Layan_F); wallet 4.60 -> 2.93	1.67	USD	HeyGen API wallet (prepaid via Visa ••••)	not recorded	usage log L64 + JOBS.md L12-13	Reel 14 Hessa remake (video 33fc2b26...)	credit-use	Rework of the same reel; both renders were charged.
SP-037	2026-10-31 ~10:50	HeyGen	Reel 14 Hessa remake v2, Jawaher voice NoraS_F (51.31s); wallet 2.93 -> 0.97	1.96	USD	HeyGen API wallet (prepaid via Visa ••••)	not recorded	JOBS.md L14 (not in usage log)	Reel 14 Hessa remake v2 (video 65e4c331...)	credit-use	Only in JOBS.md, not in usage.log. HeyGen emails show 2 'ready' notices for reel14 (10:29 and 10:51 Riyadh).
SP-038	2026-10-31 12:14	HeyGen	API wallet top-up, USD 5.00 (tax $0); wallet 0.97 -> 5.97. Purpose: re-run Reel 14 Hessa v5 lip-sync (~$2). HeyGen minimum top-up is $5, so the earlier planned $3 was replaced	5.0	USD	Visa ••••	Bandar (tapped Pay on order card)	chat from سند Lead + receipt email #2663-2330 ([email removed], Stripe, 31 Oct 12:14 Riyadh; invoice VTFENFHD-0002); payment_flow_id 0159ce80... (truncated)	HeyGen API wallet; Reel 14 Hessa v5 lip-sync re-run	paid	Second $5 top-up today; NOT a duplicate of #2050-4779 (08:03). RECONCILED: receipt #2663-2330 shows $5.00, Qty 5 x $1.00, Visa ••••, matches chat. No $3 pending line remains.

ID	Date (Riyadh)	Vendor	Item	Amount	Currency	Payment method	Approved by	Source	Related asset	Status	Notes
SP-039	2026-10-31 08:55	fal.ai	Reel 13 pilot B omnihuman v1.5 (10.109s x $0.16)	1.617	USD	not recorded (fal account; key cannot read billing)	not recorded	usage log L58-L59 + JOBS.md L10-11	Reel 13 pilot B	credit-use	Computed from list price x billed duration, not a receipt. L58 (est 1.62) and L59 (1.617) are the same charge: counted once.
SP-040	2026-10-31 08:55	fal.ai	Reel 13 pilot C kling-avatar v2 pro (10.133s x $0.115)	1.165	USD	not recorded (fal account; key cannot read billing)	not recorded	usage log L58-L59 + JOBS.md L10-11	Reel 13 pilot C	credit-use	Computed estimate. Funding method for fal is unknown.
SP-041	2026-10-03	ElevenLabs	Starter plan, Oct 3 - Nov 3 (receipt #2878-7292-4581): $6.00 less $5.00 first-month promo + $0.15 VAT; charged SAR 4.49	1.15	USD	Visa ••••	not recorded	receipt email ([email removed], Stripe, 3 Oct 2026)	ElevenLabs voice (reel audio)	paid	ATTRIBUTION UNCONFIRMED: paid 3 Oct, before سند brand work began (about 24 Oct). Shown but excluded from سند totals until Bandar confirms. Renews Nov 3 at $6.00 + VAT.
SP-042	2026-10-30 21:30	ElevenLabs	reel-13 pilot A audio (110 chars)	110	characters	ElevenLabs plan quota	n/a	usage log L56	Reel 13 pilot A	credit-use	Quota use, no separate cash cost.
SP-043	2026-10-31 10:40	ElevenLabs	reel-14 Hessa remake audio (~526 chars)	526	characters	ElevenLabs plan quota	n/a	usage log L64	Reel 14 Hessa remake	credit-use	Quota use. Usage alert 'over 80% of limit' emailed 24 Oct, so the plan may be near quota.
SP-044	2026-10-29 ~12:02	Moyasar	Merchant setup fee, invoice [id removed] (450.00 + 67.50 VAT)	517.5	SAR	Apple Pay (underlying card last 4 not recorded)	Bandar	costs.csv (RECONCILED to Moyasar receipt 29 Oct 12:05) + chat from سند Lead	Moyasar payment gateway (sanad.wa3e.ai)	paid	Business expense, not revenue. The earlier 450 SAR pending row in costs.csv is closed, so not double-counted.
SP-045	2026-10-31 12:20	HeyGen	Avatar IV wallet usage - Reel 14 Hessa v5	1.97	USD	n/a (HeyGen API wallet)	Bandar (via سند Lead)	chat from سند Lead	Reel 14 Hessa v5	credit-use	Wallet 5.97 -> 4.00. Draw from 12:14 top-up; not extra cash.
SP-046	2026-10-31 13:00	HeyGen	Avatar IV wallet usage - Reel 14 Hessa v6 (55.29 s)	2.13	USD	n/a (HeyGen API wallet)	Bandar (via سند Lead)	chat from سند Lead	Reel 14 Hessa v6	credit-use	Wallet 4.00 -> 1.87.
SP-047	2026-10-31 12:55	ElevenLabs	reel-14 v6 re-record of L2 + L11 (71 + 105 = 176 chars)	176	characters	ElevenLabs plan quota	n/a	usage log	Reel 14 Hessa v6	credit-use	Quota use. API counter showed 38051 -> 38086 shortly after (may lag); about 1,914 to 1,773 chars left.
SP-048	2026-10-31 14:22	ElevenLabs	hero v9 re-record of last line «ورا خل ضهرك سند.» (16 chars, voice Firas_M T9Kax..., eleven_v4_turbo, stability 0.45 / similarity 0.75 / style 0.25)	16	characters	ElevenLabs plan quota	n/a	Bandar msg t645u relayed by سند Lead	Hero 6a v9 piano-outro DRAFT	credit-use	Quota use only, no cash. API counter read 38089 right after (38086 before; counter may lag, 38102 expected) (of 40000, overage not allowed on Starter). One take only.
SP-049	2026-10-31 18:05	ElevenLabs	Reel 15 job-market v1 voice: 12 lines, NoraS_F FZeLZd39..., eleven_v4_turbo (L1 143, L2 24, L3 42, L4 42, L5 26, L6 42, L7 67, L8 69, L9 54, L10 42, L11 105, L12 17 = 673 chars)	673	characters	ElevenLabs plan quota	Bandar (script approved 31 Oct 18:03; voice step authorised via سند Lead)	usage log + work-v1/voice	Reel 15 job-market v1 (Hessa)	credit-use	Quota use, no cash. API counter still read 38089 right after (lags; about 38762 expected of 40000, about 1,238 left). One take per line.
SP-050	2026-11-01 08:36	HeyGen	Avatar IV wallet usage - Reel 15 job-market Hessa v1 (65.31 s, 1080p; video 366b5c0f...)	2.52	USD	n/a (HeyGen API wallet)	Bandar (via سند Lead, 1 Nov 8:32 AM)	work-v1/heygen_wallet_before/after (wallet 6.87 -> 4.35, measured)	Reel 15 job-market v1	credit-use	Draw from the 1 Nov top-up (SP-051); not extra cash.

ID	Date (Riyadh)	Vendor	Item	Amount	Currency	Payment method	Approved by	Source	Related asset	Status	Notes
SP-051	2026-11-01 08:31	HeyGen	API wallet top-up, SAR 19.51 (= USD 5.00); wallet 1.87 -> 6.87. Purpose: Reel 15 job-market Avatar IV lip-sync (~$2.52)	5.0	USD	Visa ••••	Bandar (approved and paid, 1 Nov 8:31 AM, via سند Lead)	Stripe payment_flow_id [id removed] (as relayed by سند Lead; receipt email not yet checked)	HeyGen API wallet; Reel 15 job-market lip-sync	paid	Third $5 top-up (after SP-034, SP-038). ID is SP-051 because SP-050 is reserved for the Reel 15 lip-sync usage by instruction. Wallet draws are not extra cash.
SP-052	2026-11-01 09:35	ElevenLabs	Reel 15 v2 re-record of L6 only «وباقي المناطق: أكثر من تسعة عشر ألف.» (36 chars, NoraS_F, eleven_v4_turbo, one take)	36	characters	ElevenLabs plan quota	Bandar (pt670u: «Instead of saying باقي المناطق التسع. Say باقي المناطق»; re-voice via سند Lead)	work-v1/voice/L6.mp3	Reel 15 job-market v2 PREVIEW	credit-use	Quota use, no cash. HeyGen NOT called for v2. Counter lags: about 38,798 expected (673 + 36 on top of 38,089), about 1,200 left of 40,000.
SP-053	2026-11-01 09:45	HeyGen	Avatar IV wallet usage - Reel 15 v2 L6-only re-sync (new NoraS_F L6 audio 3.94 s file, output 3.88 s, 1080p; video id in work-v1/l6_video_id.txt)	0.12	USD	n/a (HeyGen API wallet)	Bandar (1 Nov 9:43 AM, about 0.15 USD approved, via سند Lead)	work-v1/l6_wallet_before/after (wallet 4.35 -> 4.23, measured)	Reel 15 job-market v2	credit-use	Draw from the SP-051 top-up; not extra cash. Came in under the 0.15 estimate.
SP-054	2026-11-03 11:58	Higgsfield	Reel A v2: 6 generation-input stills (frontal chest-up + 5 table keyframes), gpt_image_2_5 medium 2k @1.0	6	credits	n/a (plan credits)	Bandar (pt931u via سند Lead, 3 Nov 11:54; 250 cr cap approved 8:16)	render-v2/SPENDLOG-v2.md	Reel A v2 (Abdulaziz)	credit-use	Balance 397.64 -> 391.64. Stills are generation inputs only (P36).
SP-055	2026-11-03 12:03	Higgsfield	Reel A v2: Kling 3.0 std 720p 5 s silent inserts K1-K5 (5 x 6.25)	31.25	credits	n/a (plan credits)	Bandar (pt931u via سند Lead)	render-v2/SPENDLOG-v2.md	Reel A v2 (Abdulaziz)	credit-use	Balance 391.64 -> 360.39. v2 total 50.75 of 250 incl. 0.5 base image + 13 Seedance probe (rows SP-048/SP-049 in the CSV).
SP-056	2026-11-03 12:11	HeyGen	Avatar IV wallet usage - Reel A v2 Take A try1 (discarded, 0.93) + Take A try2 (0.93) + Take B (0.94)	2.8	USD	n/a (HeyGen API wallet)	Bandar (pt931u via سند Lead; cap ~USD 5, no top-up)	render-v2/hg/wallet_before_/wallet_after_ (wallet 5.33 -> 2.53, measured)	Reel A v2 (Abdulaziz)	credit-use	Draw from the 3 Nov top-up (CSV SP-050). Wallet left 2.53. Try1 wasted 0.93 because the model invented hands and a phone.
SP-057	2026-11-03 11:56	ElevenLabs	Reel A v2 new lines N1 (38 chars) + L2 (94 chars), voice Fahad, eleven_v4_turbo, one take each	132	characters	ElevenLabs plan quota	Bandar (pt931u via سند Lead)	render-v2/voice/	Reel A v2 (Abdulaziz)	credit-use	Quota use, no cash. Counter lags (38699 read before the run).