M.J.M. ELECTRIC COOPERATIVE, INC.

SECTION I – THE ORGANIZATION Policy 1 Approved 01/25/1962

REVISED: 01/24/2008 02/26/2015 03/22/2018 REVIEWED: 12/22/1977

POLICY ORIGIN AND APPROVAL

POLICY

It is the aim of the Board of Directors of the M.J.M. Electric Cooperative to initiate and adopt written policies for the conduct of the system's business and affairs.

RESPONSIBILITY

Board of Directors

PROCEDURE

- 1) Origination Administrative policies may be originated or formulated by the Board of Directors or President/CEO.
- 2) Review Prior to Board action, policies are to be reviewed by the Board of Directors and Cooperative Attorney. Policies in force are to be reviewed and revised periodically and as needed to meet changing conditions.
- 3) Approval Policies shall be approved by the Board of Directors.
- 4) Action The President/CEO and Management shall set up procedures for implementation of policies and shall inform all employees of policies and procedures of the Cooperative.

Willam R. Heyen, Secretary