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## POLICY

SUBJECT: Chief Executive Officer (“CEO”)/General Manager - Duties of

POLICY: The CEO/General Manager is charged with full responsibility for executing the policies established by the Board of Directors, principal among them being the establishment, monitoring and maintenance of a culture of strict compliance with all laws and ethical practices applicable to the business of the Cooperative. The CEO/General Manager shall have the responsibility and authority for the general oversight, care and management of the property and business of the Cooperative. The CEO/General Manager will be charged with the authority of the selection, employment and discharge of all personnel of the Cooperative. He shall perform such additional duties and have such additional authority as the Board of Directors may from time to time require of, or vest in, him. The CEO/General Manager has responsibility for the development, installation and execution of the general management plan. Responsibilities of the CEO/General Manager include: the analysis of the Cooperative's financial condition and identification of special problems needing attention; providing for adequacy of physical plant in relation to existing and potential consumers; planning for plant extensions and area coverage; budgeting of all resources; developing and maintaining a program designed to make the Cooperative services of maximum effectiveness by promoting appropriate use of electricity among present and potential members; determining adequacy of retail rate schedules; providing for scheduled retirement of long-term obligations and payment of current debts; establishing controls for limiting operating cost by improved organization and methods concerning such factors as wholesale rates, rents, inventories, insurance, taxes and depreciation; maintaining sound labor relations and wage policy; maintaining an adequate accounting system and ensuring appropriate use of these records as an aid to management. The CEO/General Manager is also responsible to ensure job training and supervision of all personnel; oversight and management of subsidiary operations (if any); strategic assessment of market conditions and positioning of the business for industry changes; representation of the Cooperative in industry and market forums; management of public relations; engagement in legislative affairs; and development and execution of a legislative agenda serving the Cooperative. The CEO/General Manager, as the paid chief executive of the Cooperative organization, is directly responsible for putting Cooperative principles and methods into practice for developing member information and educational activities and for building good community relations.

The CEO/General Manager is responsible for leading a culture of safety that permeates every aspect of the Cooperative's activities. The CEO/General Manager is charged with the creation, maintenance, and supervision of a formal



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safety program. The CEO/General Manager is also responsible for compliance with the Cooperative's safety rules by all employees and contractors.

It is the CEO/General Manager's duty to keep the Board of Directors fully informed on all important aspects of the Cooperative's management. The CEO/General Manager shall make decisions and take actions that are consistent with direction provided by the Board in the form of policies, resolutions, and any other formal action taken by a quorum of the Board of Directors.

**PROCEDURE:** These duties may be determined and may be changed by the Board of Directors from time to time as the necessity arises, in order that the Cooperative and its personnel will have adequate supervision at all times.

**RESPONSIBILITY:** Board of Directors

DELAWARE COUNTY ELECTRIC COOPERATIVE, INC.

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| Approved by Board of Directors | Mar 9, 1961  |
| Reviewed by Board of Directors | Jun 16, 1971 |
| Reviewed by Board of Directors | Nov 27, 1984 |
| Reviewed by Board of Directors | Jan 16, 1989 |
| Reviewed by Board of Directors | Feb 28, 1995 |
| Reviewed by Board of Directors | May 4, 2004  |
| Revised by Board of Directors  | Jun 24, 2008 |
| Revised by Board of Directors  | Jun 18, 2014 |
| Revised by Board of Directors  | Aug 24, 2016 |