

Conflict of Interest Employee Qualifications

Conflict of Interest Employee Qualifications: To become or remain an Employee of the Cooperative, an individual must comply with the following conflict of interest qualifications:

- An Employee may not have a Close Relative as defined below, be an employee of the Cooperative, or employee of an entity controlled by the Cooperative, or in which the Cooperative owns a majority interest.
- An Employee or Close Relative may not have an interest in any activity which competes with or provides a good or service similar to a primary good or service provided by the Cooperative.

Section _____ - Close Relative. The term “Close Relative” means an individual who:

- through blood, law, or marriage, is a spouse, child, stepchild, father, stepfather, mother, stepmother, brother, stepbrother, half-brother, sister, stepsister, half-sister, grandparent, grandchild, father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law, or daughter-in-law.
- resides in the same residence, or
- **any other relationship that would present a conflict of interest as determined by the Cooperative, such as significant others.** (collectively, “Close Relative”).

An individual qualified when hired does not become a Close Relative while serving in the position because of a marriage or legal action to which the individual was not a party.

An individual that is not qualified to be hired due to the Close Relative may be considered and approved for employment at the Board of Directors approval. This excludes any individual that is Close Relation to a Board of Director and/or CEO.

ARTIFICIAL INTELLIGENCE (AI) AND LARGE LANGUAGE MODELS (LLM)

Tools that use Artificial Intelligence (AI), such as Large Language Model (LLM) systems like ChatGPT or Copilot, pose unique risks. Information entered an AI or LLM system becomes part of that system. These systems store information, and that information can then be used for future responses to other system users outside the Company, or that information can be compromised in a data breach. Because of this, all users must comply with the following requirements for information handling when using AI or LLM systems or similar tools as described below:

- Restricted information shall not be entered into any AI or LLM system.
- Company Confidential information shall not be entered into any public facing AI or LLM system or tools but may be used with Company approved private AI or LLM systems or similar tools.
- Only Public information may be entered into public facing AI or LLM systems or similar tools.
- Only Company approved AI or LLM systems or similar tools are permitted to be used.
- Employees should disclose that AI or LLM systems were used during the process of creating any work product.
- Information produced by AI or LLM systems may not always be correct and therefore should not be trusted and solely relied upon for decision making or production systems use. Content generated by AI or LLM systems must be reviewed and validated before use for any business purpose, and the process and criteria behind the use of AI and LLM systems should be transparent and explainable to the extent possible.

Definition of Terms

- Artificial Intelligence (AI) - Technology that enables computers and machines to simulate human intelligence and problem-solving capabilities.
- Large Language Models (LLM) - A type of Artificial Intelligence (AI) algorithm that is trained on large data sets using deep learning techniques to become capable of processing and summarizing existing content and generating new content. Examples of LLMs include OpenAI's ChatGPT and Microsoft's Copilot.
- Restricted information - Data that includes protections by state and federal regulations and data protected by confidentiality agreements. Only authorized disclosure of restricted information is allowed.
- Company Confidential information – Varies with each department in the company and is data that constitutes trade or proprietary information where unauthorized disclosure may result in risk or damage to the company.
- Public information - Data where unauthorized disclosure results in limited or no damage to the company.

Length of Service Awards

Length of Service	Award	Value
5 Years	\$50 REMC Logo with years of service clothing allowance. \$50 Gift Certificate	\$100
10 Years	\$50 REMC Logo with years of service clothing allowance. \$150 Gift Certificate	\$200
15 Years	\$50 REMC Logo with years of service clothing allowance. \$200 Gift Certificate	\$250
20 Years	\$50 REMC Logo with years of service clothing allowance. \$300 Gift Certificate	\$350
25 Years	\$50 REMC Logo with years of service clothing allowance. Choice of REMC Logo Watch or \$450 Gift Certificate	\$500
30, 35, 40 and Up	\$50 REMC Logo with years of service clothing allowance. \$500 Gift Certificate	\$550

- Each employee will be honored for their Years of Service at each milestone period with a plaque award displayed at the REMC.
- At each milestone years of service. Employees will receive a \$50 REMC Logo with Years of Service embroidered clothing allowance from an approved company apparel catalog per recipient's wishes.
- During 25 Years of Service, the recipient would have a choice of a Men's or Ladies' Logo Watch or \$450 Gift Certificate.
- Each milestone Years of Service will be awarded an additional Gift Certificate at the following rate: (Excluding 25 Year of Service)

Approved 5/26/09
Revised 7/27/26

Thanksgiving/Christmas Gift

To share in the giving spirit of the Thanksgiving and Christmas holidays, the Cooperative will provide a special paycheck in the net amount of seventy-five (75) dollars for each employee to be used for their holiday dinner. Special check will be presented in November.

Board of Directors will receive seventy-five (75) dollars gift certificate for a local meat market. Gift certificates will be issued in November.