



POLICY NO. 300-040

TITLE: MEMBER REQUEST FOR INFORMATION

I. OBJECTIVE

To allow Coos-Curry Electric Cooperative, Inc. (CCEC) members reasonable access to information concerning the books and records of CCEC, while maintaining compliance with privacy laws.

II. POLICY

A. Examination of Cooperative books and records

In accordance with state law, CCEC keeps complete books and records of its operations as well as minutes of its board of directors regular and executive session meetings. Any member of CCEC, or the member's agent, may, at reasonable times and upon reasonable notice, examine and make extracts from CCEC's books and records, subject to the conditions of this policy.

B. Terms and conditions governing access to CCEC's books and records

1. A request for information by members must be submitted on the Board of Directors approved Member Information Request Form attached hereto as Exhibit A.
2. The purpose of the request must be directly related to the business or affairs of CCEC and must, in CCEC's sole opinion, not be contrary to the best interests of CCEC.
3. The information may not be disclosed by the requesting member to anyone not named on the Member Information Request.
4. The information may not be used to solicit money or property.
5. The information may not be used for any commercial purpose or sold to, or purchased by, any person.
6. In addition to the requirements in Paragraphs 2 and 3 above, CCEC will not disclose any information that it determines, in its sole discretion, to

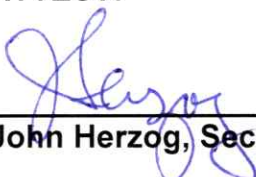
be confidential unless the member executes a separate confidentiality agreement governing disclosure of the confidential information. In addition, CCEC will not disclose any information that it is prohibited by law or contract from disclosing.

7. CCEC will not disclose any information that it determines, in its sole discretion to be privileged, proprietary to its members, employees, consultants, or other third parties (including social security numbers, bank accounts, member information and other similar information) unless compelled to do so by law or court order.
8. Any actual expenses/costs associated with the request for information are to be paid by the member/requester.
9. The General Manager/Chief Executive Officer (GM/CEO) will make an initial determination concerning the validity of a member's request. If a member's request is denied and the member requests that the denial be reviewed by the Board of Directors, the Board of Directors shall make a final determination concerning the member's information request.
10. The GM/CEO will report to the Board monthly, concerning member requests for information made in accordance with this policy and whether the member's request was approved or denied.

III. RESPONSIBILITY

The GM/CEO shall be responsible for administering this policy.

ATTEST:



John Herzog, Secretary

Date: 04/24/2025

Date of Previous Revision(s): 04/28/2022
03/28/2019
02/25/2016
02/28/2013
(replaced PB#64) 03/26/2010
11/28/2006
05/28/2004