



Organizational Governance

Governance provides guidance for authority to make important decisions in a timely manner. It communicates what positions have accountability or authority to make important decisions. Appropriate governance helps empower Employees to do the right things which protects the interests of all Stakeholders.

Authority	Board	President & CEO
1. Articles of Incorporation and Bylaws	A	I
2. Members of Board of Directors	A	I
3. Organizational Governance	A	I
4. Company Mission Statement	A	I
5. Operational Goals, Long-Term Goals, Key Stakeholders, Shareholder Requirements	A	I
6. Culture Statement	A	I
7. Board of Directors' Strategies	A	I
8. Key Communities	A	I
9. Environmental Statement	A	I
10. Legal, Ethical and Regulatory Compliance report*	A	I
11. Engagement in and settlement of litigation	A	I
12. Choosing external financial audit company and approval of audit report	A	I
13. Company Strategic Objectives and Strategic Plan	A	I
14. Annual budget, CAPEX and Cash Flow Plans	A	I
15. Expenditures outside scope of overall annual budget over \$1,000,000	A	I
16. Lending obligations; i.e., line of credit and capital lines	A	I
17. Facilities expansion, changes to hard walls or relocation of operations	A	I
18. Staffing of President & CEO position	A	I
19. Performance of President & CEO	A	I
20. Senior Leadership Team Succession Plan	A	I
21. Compensation and benefits of President & CEO and Vice Presidents	A	I
22. Profit sharing and bonus programs	A	I
23. Employee Insurance and Benefits Plan	A	I
24. Non-routine inventory purchases over \$10,000,000	A	I
25. Work system changes with lifetime value or cost over \$1,000,000	A	I
26. Acquisitions and spin-offs	A	I
27. Risk Management report	A	I
28. Furnishing and decoration standards	A	I
29. Key work systems, support work systems and company organizational structure		A
30. Operational Strategies		A
31. Value propositions of key Stakeholders		A
32. Core Competencies		A
33. Leadership System		A
34. Company SWOT Analysis		A
35. Leadership Characteristics		A
36. Company policies (Employee, Customer and Supplier)		A
37. Strategic Plan changes for agility and resilience		A
38. Marketing Plan and Promotional Plan		A
39. New Products Plan		A
40. Expenditures within scope of overall annual budget		A
41. Expenditures outside scope of overall annual budget up to \$1,000,000		A
42. Non-routine inventory purchases up to \$10,000,000		A
43. Work system changes with lifetime value or cost up to \$1,000,000		A
44. Staffing of direct reports to Vice Presidents		A
45. Compensation of salaried Employees (except Vice Presidents)		A
46. Staffing Plan and authorizing new and replacement salaried positions		A
47. Designating organizational spokesperson		A
48. Signing contracts within level of authority		A
49. Departmental Governance		A
50. Department Mission Statements		A
51. Department Strategies		A

A= Approve
I = Input

*All legal, ethical and regulatory compliance issues are immediately reported to the President & CEO.

Approved by the Board of Directors
May 17, 2022