



POLICY

SUBJECT: Bank Accounts

POLICY: It shall be the policy of the Cooperative to maintain six (6) separate bank accounts to comply with requirement of the USDA Rural Utility Service (RUS) and Article X of the Cooperative's bylaws, and which support good accounting and operating practices. These accounts shall be maintained at a local financial institution approved by the Board of Directors. Accounts shall include:

General Funds Account
Money Market Account
Construction Fund Account
Payroll Account
Capital Credit Account
Healthcare Reimbursement Account (HRA)

Every effort should be made to maintain the accounts in an institution that provides insurance, security or other protection (e.g. FDIC) to the invested funds except as noted below.

The "General Fund Account" shall be used for daily deposit and payment activities as determined by the Finance Manager, with oversight by the General Manager, to protect the interests of the Cooperative. Deposits into and transfers out of the "Money Market Account" shall be made at the discretion of the Finance Manager, with oversight by the General Manager, to ensure maximum return on funds invested. The "Construction Fund Account" shall be used to receive loan proceeds to fund the Cooperative's Construction Work Plan. Deposits into the "Payroll Account" shall be made for payroll distribution. Deposits into the "Capital Credit Account" shall be made as needed to support the retirement of capital credits to members.

Nothing in this policy shall restrict investment accounts or other accounts the Cooperative may open and maintain with the National Rural Utility Cooperative Finance Corporation (NRUCFC) or the Delaware National Bank of Delhi, except that no account shall be opened without the written authorization of the General Manager.

Cooperative management shall utilize a system of dual controls whereby the bank account reconciliation function is performed by a different person than the person who conducts transactions in the bank accounts. All account



statements shall be made available to the Cooperative's Treasurer on a monthly basis for the Treasurer's review and signature.

PROCEDURE: This policy shall be used as the general practice for DCEC financial management practices.

RESPONSIBILITY: General Manager and Finance Manager shall administer this policy and practice.

DELAWARE COUNTY ELECTRIC COOPERATIVE, INC.

Approved by Board of Directors	Mar 24, 1961
Revised by Board of Directors	Jun 16, 1971
Revised by Board of Directors	Aug 25, 1987
Revised by Board of Directors	Oct 25, 1988
Revised by Board of Directors	Jul 23, 1991
Revised by Board of Directors	Jun 22, 1993
Revised by Board of Directors	Apr 6, 2004
Revised by Board of Directors	Jan 25, 2011
Revised by Board of Directors	Aug 23, 2011
Revised by Board of Directors	Sep 23, 2014
Revised by Board of Directors	Nov 22, 2016