FAMILY VISIONS INCORPORATED
POLICY AND PROCEDURE MANUAL

<table>
<tr><td rowspan="3">POLICY:

POLICY ADOPTION</td><td></td><td>POLICY NO: GOV-006</td></tr>
<tr><td rowspan="2">DATE ISSUED:
February 16, 2022</td><td>PREVIOUS POLICY DATE/NAME:
POLICY ADOPTION BDA01-50
September 11, 2011</td></tr>
<tr><td>RELATED DOCUMENTS:</td></tr>
<tr><td>APPROVED BY:
Board of Directors</td><td colspan="2">DISTRIBUTION:
Board Policy</td></tr>
</table>

Recognizing that formal guidelines are necessary to ensure that the agency responds to its stated mission and operates in an effective, efficient, and consistent manner, a set of written policy statements will be developed, reviewed and revised as determined necessary. Policies will be in the form of broad principles that define the intent of the Board and reflect current legislation and regulatory guidelines. They will indicate what is wanted and why, in a form that is concise, but sufficiently explicit so as to guide administrative actions. Procedures/regulations and Exhibits may be developed by the Board of Directors to facilitate the implementation of the policies.

The Board Governance Committee in conjunction with the Executive Director is responsible to develop and revise policy as needed. Board approval by motion is required for all such policies.

Policies will be made available in digital and in print form.