POLICIES and PROCEDURES MANUAL

SECTION 4.0 INVESTMENTS

AS OF 02/17/2016

4.1 INTENT

It is the policy of the Company that funds surplus to the immediate requirements shall be invested with the objectives, in priority order, of:

- A. Ensuring safety and preservation of principal;
- B. Maintaining adequate liquidity of investments and availability of funds sufficient to meet operating and investment cash requirements;
- C. Maximizing returns subject to the guidelines set forth in this Investment Policy.

4.2 PLACEMENT

Under the terms of this policy, the Administrator of the Company is authorized to open accounts with investment institutions and safekeeping accounts for the custody of securities and make deposits therein and withdrawals there from as may be required by the affairs of the Company, as such affairs are authorized by the Board.

Funds of the Company shall be held and invested only in the following types of investments and subject to the following concentration limits:

- A. Current accounts in State or Federally chartered banks up to the limit of FDIC insurance provided.
- B. Money market funds of State or Federally chartered banks or brokerage houses of standing up to the limit of insurance provided.
- C. Certificates of Deposit of State or Federally chartered banks or brokerage houses of standing up to the limit of insurance provided.
- D. Entities providing short term bond funds up to the limit of \$500,000 per investment entity or such higher limit as may be covered by insurance.

4.3 DEBT REPAYMENT

Funds that are designated to repay any debt of the Company shall be segregated from other funds and shall be separately accumulated on a monthly basis so that at the date of any obligated payment of debt principal and accrued interest there shall be sufficient funds so accumulated that the amount of such payment obligation shall be provided for.