

APPLICATION FOR

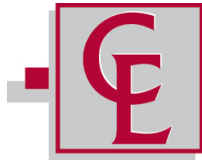
C-E FEDERAL CREDIT UNION

SUPERVISORY

COMMITTEE



supervisory@cefedcu.org



C-E Federal Credit Union

(713) 645-4961 • www.cefedcu.org • 7002 Fauna Street, Houston, TX 77061

Application for C-E Federal Credit Union Supervisory Committee Member

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Metro Account # _____ Years as a Member: _____

Daytime Phone: (____) _____ Evening Phone: (____) _____

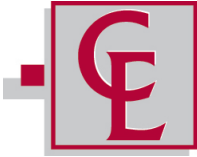
E-mail Address: _____

Current Employer: _____

(Former Employer if Retired)

Volunteer Requirements

- Member in good standing for at least two years
- Good credit history and no criminal convictions
- Not employed by this credit union within the past 12 months
- Willing to accept the responsibilities associated with this position
- Supervisory Committee Members must be able to access monthly board reports and committee documents electronically
- Commitment to act independently and objectively regardless of external relationships with other directors, committee members and employees
- Commitment to provide the requirements described below:
 - * Preparation time prior to meetings (generally 1-2 hours)
 - * Periodic Board/Committee meetings (generally 1 hour, four to six times annually)
 - * Annual Credit Union Meeting (3 hours annually)



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Professional Experience: _____

Education: _____

Particular interest, skills, knowledge, and/or strengths: _____

Community Involvement/Volunteer Activities: _____

By signing this application, I understand and agree to abide by the conditions outlined and authorize C-E Federal Credit Union to conduct a credit and background investigation to confirm my eligibility. I understand and agree that C-E Federal Credit Union's Board of Directors or Nominating Committee will be under no obligation to recommend, nominate or appoint me to a volunteer position.

Member Signature: _____ Date: _____



Supervisory Committee Job Description

Title: Supervisory Committee Member
Reports to: Supervisory Committee Chairperson
Term: 3-Year Term

Basic Responsibilities

- Provide independent confirmation that the credit union's financial statements and records accurately report members' account balances and the credit union's financial position.
- Confirm that credit union policies and procedures are adequate to provide comprehensive security for members and credit union assets.
- Oversee the credit union's annual Accounting (CPA) Audit and evaluate the corresponding reports and findings.

Essential Functions:

The usual duties of the Supervisory Committee Member are described below. Additional duties may be required from time to time.

Jointly with other Committee Members

- Work with the president to safeguard the assets of the credit union and its members;
- Hire a skilled accounting firm specializing in credit unions to perform an annual examination of internal controls and financial condition;
- Oversee all outside examinations of the credit union, report the finding to the board of directors and the members at the annual meeting, and ensure management addresses each of the findings;
- Verify loan and deposit account balances in accordance with the credit union policy and regulatory requirements (biennially);
- Ensure representation of the Committee as appropriate at board meetings;
- Conduct periodic surprise reviews of credit union cash balances, loan accounts and control records.

As an Individual

- Keep confidential information confidential;
 - Never exercise the authority of a committee member except when acting in a meeting with the entire committee or as the committee delegates;
 - Attend all meetings of the supervisory committee and represent the supervisory committee at the board meetings as necessary;
 - Be prepared to discuss the issues and business to be addressed at scheduled meetings, having read the agenda and all the background material prior to the meeting;
 - Provide input to the other committee members during the policy-making process to help ensure compliance with state and federal regulations, and maintain an understanding of all current board policies that are in effect;
 - Avoid conflict of interest between the position as a supervisory committee and as an individual; voting on matters in which there is a conflict is strictly prohibited;
 - Support in a positive manner all actions taken by the supervisory committee even when in a minority position on such actions;
 - Observe parliamentary procedures and display courteous conduct in all board, committee, as task force meetings.
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Letter of Understanding

I understand that C-E Federal Credit Union (C-E FCU), a federally insured credit union, may evaluate the competence, experience, character and integrity of any individual who is to serve as a volunteer official or committee member of the Credit Union.

I certify that the information I have provided for consideration of my request to serve as a volunteer at C-E Federal Credit Union is true, accurate, complete and correct. As a volunteer, I understand that I have a fiduciary responsibility for the safe keeping of member funds by protecting the assets of the credit union. As all volunteers must be fully bondable by the credit union's bond carrier, I understand that C-E FCU, the National Credit Union Administration (NCUA), or any insurance company that provides bond coverage for the credit union may deny the service of any individual as an Official or committee member when it believes it will not be in the best interest of the Credit Union or the public. To assist in the evaluation process, any of those entities listed above may obtain and review an individual's credit report and background investigation. My signature on this document authorizes any of those listed above to obtain a copy of my credit report and conduct a background investigation.

I certify that I will accept the nomination if offered and/or elected. I agree to execute and to be bound by the Credit Union Bylaws, along with all state and federal regulations that govern the credit union. I will not knowingly violate or permit the violation of any governing provision. I have received a copy of the director Job Descriptions.

I agree that I will, so far as the duty devolves on me, diligently and honestly administer the affairs of this credit union in a sound, business-like manner. I will have no personal financial interest in any of the business or transactions of the credit union, other than normal accounts or loans as allowed by Federal and/or State law. I understand that as a volunteer, I will not receive any compensation for the time I spend serving the credit union.

I have read, understand and agree to all the items listed in the job description as provided with this application and have willingly signed this letter of understanding.

Signature

Date

Print Name
