



As provided for under Section 44 of *The Farm Financial Stability Act*,

_____ is requesting approval
(Name of Association)

for appointment of the following individual(s) as Local Supervisor and/or Secretary-Treasurer:

Local Supervisor (Please Print) _____
(Name of Individual)

Address _____ Town _____ Postal Code _____

Phone # _____ Bus Phone # _____ Fax # _____ E-mail _____

I hereby authorize Saskatchewan Agriculture and Food to publish my name, address and phone number in the Livestock Loan Guarantee Program Cattle Feeder and Breeder Policies and Procedures manual that is publicly available.

(Local Supervisor's Signature) (Date)

Secretary-Treasurer (Please Print) _____
(Name of Individual)

Address _____ Town _____ Postal Code _____

Phone # _____ Bus Phone # _____ Fax # _____ E-mail _____

I hereby authorize Saskatchewan Agriculture and Food to publish my name, address and phone number in the Livestock Loan Guarantee Program Cattle Feeder and Breeder Policies and Procedures manual that is publicly available.

(Secretary-Treasurer's Signature) (Date)

Board of Directors' Approval:

The Board of Directors has verified that:

- the appointee(s) is not:
 - i) a custom feeder, or an immediate family member of a custom feeder, who will feed association livestock;
 - ii) a licensed dealer or agent, or an immediate family member of a licensed dealer or agent, through which association livestock will be purchased;
 - iii) a member of the association's board of directors or a spouse of a member of the board of directors;
 - or**
 - iv) the auditor for the association.
- the Local Supervisor and the Secretary-Treasurer are neither spouses nor immediate family members.

(Board Member w/Signing Authority) (Board Member w/Signing Authority) (Date)

Provincial Supervisor Approval: _____
(Provincial Supervisor's Signature) (Date)

Local Supervisor / Secretary-Treasurer Confirmation

Purpose

The *Local Supervisor / Secretary-Treasurer Confirmation* form (CF3) must be completed when an association is formed or when the local supervisor and/or secretary-treasurer is being replaced. For a new association, the form must be forwarded to the provincial supervisor's office along with the application for a guarantee.

Completion and Approval

- 1) The form must include the:
 - name of the association; **and**
 - names, contact information and dated signature(s) of the designated local supervisor and/or secretary-treasurer.
- 2) The board of directors must verify that the appointee(s) is qualified to fulfill the roles and responsibilities of the position and is not placed in a conflict of interest situation as a result of the appointment.
 - For guidelines on selecting the local supervisor and/or secretary-treasurer, duties of each position, and/or relevant conflict of interest guidelines, refer to Section 2-D.
 - When approved, two board members must sign and date the form before forwarding it to the provincial supervisor for approval.
- 3) The provincial supervisor will interview the appointee(s) and either approve or reject the appointment.
 - If approved, the provincial supervisor will sign and date the application and will return it to the association with a copy sent to the lender.
 - If rejected, the provincial supervisor will notify the association of the reasons for the rejection and request an alternate appointee be selected.

Note

C The provincial supervisor must interview and approve of the appointee(s) before he or she performs any duties or signs any documents or cheques on behalf of the association.