Governance Update – Corporate Policies
Governance Committee Item 5
Status - May 12, 2011

Barbara Simmons, Governance Manager

Corporate Policy Initiative

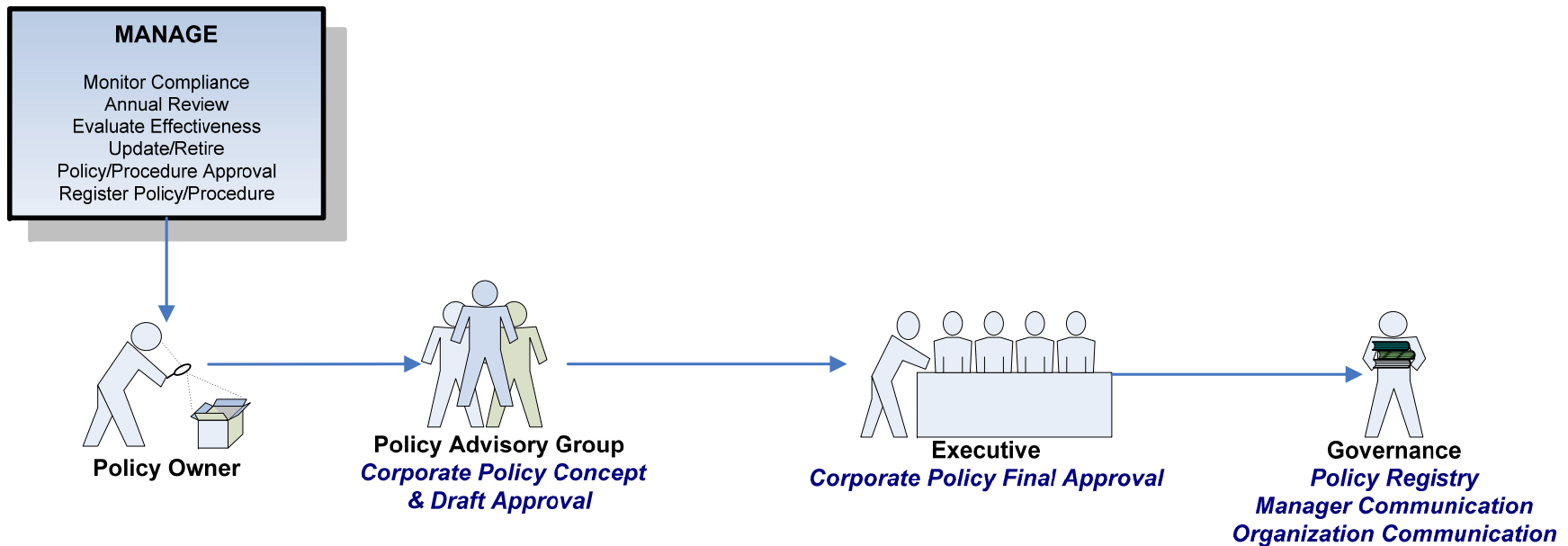| Objective	Establish a relevant, sustainable, and accessible policy governance structure which supports State Fund's strategic and operational objectives.

Key Activities	Status
1. Establish systematic methodology for review, revision, creation, approval, and administration of Corporate Policies and Procedures	1. Completed
2. Identify key policies for revision/policy development	2. Completed
3. Revise or retire residual Corporate Policy portfolio	3. In Process
4. Centralize management of Corporate Policies	4. Completed
5. Develop and deploy organization communication and training plans	5. Collaboration with Communication Center/Learning & Development
6. Develop & deploy Corporate Policies record retention schedule	6. Completed

State Compensation Insurance Fund

Corporate Policy Portfolio & Management Process

Policy Type	# Policies			
	Beginning Inventory	Retire/Combine	New Policies	4Q 2011
Governance	8	1	1	8
Ethics Compliance & Fraud	4	2	7	9
Operations	50	29	2	23
Human Resources	20	9	4	15
Budget & Fiscal Mgt	21	12	3	12
Information Technology	6	2	1	5
Safety & Business Continuity	12	9	2	5
TOTAL	121	64	20	77

MANAGE

Monitor Compliance
Annual Review
Evaluate Effectiveness
Update/Retire
Policy/Procedure Approval
Register Policy/Procedure

Policy Owner

Policy Advisory Group
Corporate Policy Concept & Draft Approval

Executive
Corporate Policy Final Approval

Governance
*Policy Registry
Manager Communication
Organization Communication*

State Compensation Insurance Fund

Key Policies – Status
All to be delivered by year-end

KEY POLICIES - CODE OF CONDUCT	STATUS
Incompatible Activities	Approved
Business Ethics	Approved
Complaint Reporting & Anti-Retaliation	Approved
Privacy & Confidentiality	Approved
Non-Business Activities	Approved
Statement of Economic Interests	Approved
Sexual Harassment	Approved
Equal Employment Opportunity	Approved

KEY POLICIES - ORGANIZATION	STATUS
Accounting, Budgeting & Financial Reporting	In Draft
Business Related Vehicle Use	In Draft
Corporate Underwriting	In Draft
Data Classification	Approved
Data Governance	In Development
Delegated Authorities	In Draft
Group Insurance	Approved
Information Security	In Draft
Internal Audit	Approved
Public Records	Approved
Workers' Compensation Fraud	Approved

State Compensation Insurance Fund