

FROM : MONSANTO ADMINISTRATION

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MONSANTO-PENSACOLA COMMUNITY ADVISORY COUNCIL

GUIDELINES

Mission Statement

As an important part of Monsanto Pensacola's Responsible Care Plan, the Monsanto Community Advisory Council(CAC) serves a major role in Monsanto's Community Outreach Program. Though the CAC serves in an advisory capacity, it may give the company valued guidance, advice and direction. A further purpose is to open dialogue and good two-way communication between the company and citizens of the community and so to build trust between the company and the community.

Objectives

The CAC serves as an advisory group and not as a decision-making body for the plant. Monsanto will not ask the Panel to formally approve or disapprove any actions the company may take.

Citizens meet regularly with the Monsanto plant management:

1. To provide feedback from the communities about plant operations and concerns.
2. To provide input to the communities from the plant about plant operations and concerns.
3. To provide a mechanism for the plant to "test" ideas/plans before they are to be implemented.
4. To address identified community/industry issues of importance to the community.
5. To serve as means to educate the community leadership about such things as plant operations, environmental performance, safety, emergency preparedness, the company's social commitments to the area and other issues the CAC may decide are important.
6. To build trust and establish common understanding between the company and the citizens of the community.

Membership Selection

20-25 Members are selected to serve on the CAC for their interest in the community, their background and the expertise they bring to the Council. They are selected for their broad representation from: government, professional, business, church and civic groups, community leaders, environmental interests and neighborhood groups. While the membership represents a cross section of the community at large, each person has been chosen to serve as an individual and not as an official representative of the group or agency to which she or he belongs. Members serve as volunteers for indefinite terms of office, but, annually, each person will be asked to respond to whether or not they wish to renew their commitment to continue to participate on the CAC. Members are committed to participate in the meetings in order to assure an exchange of views among those representative of diverse interests and with a wide variety of expertise. Attendance is very important to the CAC. Members are sent a meeting notice and asked to RSVP to let the company know if they can/cannot attend. If a member misses 3 meetings, he or she will be contacted to determine if she/he will be able to remain active.

Selection of Members takes into consideration the above criteria for broad representation and the possible need to replace an individual to represent a particular group or category. The selection is made by the Plant Management Team from a list after input from the CAC. Invitations are extended by the Plant Manager.

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FROM : MONSANTO ADMINISTRATION

1998.01-06

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A Member may tender his/ her resignation at any time by notifying the Plant Manager or the Facilitator, preferably in writing.

Leadership

The Plant Manager and representatives of the plant meet with the CAC at each meeting. The meeting is conducted by a professional facilitator whose role it shall be to serve as neutral third party to foster the best of two-way communication, to help build trust between the parties and to help to develop common understanding of both parties, the company and the community members. The facilitator's role includes moderating the meetings, fostering group process and dynamics, gate-keeping and encouraging broad participation of all members, maintenance of confidentiality, serving as a neutral party when differences occur, keeping minutes, developing agendas with the help of the CAC and plant representatives, mailing meeting packets, orientation of new members, etc.

Representation and Confidentiality

Council Members do not serve as media or public spokespersons for the group unless the group designates them to do so. Viewpoints of participants are considered confidential and to be respected by all participants.

Meetings

Members will be notified of meetings by the Facilitator in addition to being provided with a schedule of regular meetings. The CAC will normally meet on the 2nd Tuesday of the following months: February, April, June, September and November. A special gathering is held in December. Called meetings may be called at any time by the company or a majority of the CAC Members. Notice of the called meetings will normally be coordinated through the Facilitator except in the case where a meeting is called by the Plant Manager.

Quorum

While the CAC is an Advisory Group, there may be occasions where votes are taken. At such a time, a quorum will be considered a majority of the membership present and voting. In such a case, Robert's Rules of Order will apply. Such occasions may be the Amendment of these Guidelines, Decisions regarding changes of regularly scheduled meetings, Decisions regarding a message the CAC would want to send to the Company as a position of the CAC regarding an issue or matter of concern, etc.

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