

used to prepare and check the Annual Filing, and approvals of the Chairman of the Governing Board, and the County's Counsel.

5.3. Event Notices.

5.3.1. Identification of Reportable Events. The Disclosure Officers shall maintain a list of events of which the County is required to provide notice to the MSRB pursuant to the Disclosure Agreements. The Disclosure Officers (with the assistance of Members of the Disclosure Working Group for Official Statements) shall (a) identify the officers and employees of the County who are most likely to first obtain knowledge of the occurrence of such events and (b) request in writing that they notify the Disclosure Officers immediately after learning of any such event, regardless of materiality, and repeat such request in a quarterly reminder.

5.3.2. Preparation of Event Notice. The Disclosure Officers shall (a) assess the materiality of any reported event with the assistance of legal counsel (reportable under the Disclosure Agreements only if material) and, if notice of the event must be given (or if no materiality standard applies to that particular event); (b) prepare an Event Notice giving notice of the event; and (c) except for notices of a rating change, bond call, or defeasance, forward the draft Event Notice the Chairman of the Governing Board, and the County's Counsel for their review.

5.3.3. Review and Approval of Event Notice. The Chairman of the Governing Board, and the County's Counsel shall promptly review and approve or comment on the Event Notice. The Disclosure Officers shall incorporate such comments into the Event Notice to be filed with EMMA. The Disclosure Officers shall not file the Event Notice Statement until it is approved by the Chairman of the Governing Board, and the County's Counsel, unless the Event Notice (a) gives notice of a rating change, bond call, or defeasance or (b) such approval has not been received by the applicable Disclosure Agreement filing deadline.

5.3.4. Posting. The Disclosure Officers shall file, or cause the Dissemination Agent to file, the Event Notice with the MSRB through EMMA by the deadline established by the Disclosure Agreements or, if the facts cannot be correctly and fairly described by the deadline, then as soon thereafter as possible. The Disclosure Officers shall exercise reasonable care to file the Event Notice in the format and with the identifying information required by the Disclosure Agreements, including CUSIP numbers for the applicable Securities.

5.3.5. Documentation of Procedures. The Disclosure Officers shall compile and retain a file of the actions taken to report each event and prepare, check, and approve the notice of the event, including the approvals of the Chairman of the Governing Board, and the County's Counsel, if obtained.