

| CORN SEED SETTLEMENT PROGRAM<br>CLAIMS PROCESSING PROCEDURE |  |                |         |
|---|--|----------------|---------|
| Number  | CPP-1  | Effective Date | 8/13/18 |
| Subject   | Communication of Claims Information to Attorneys |                |         |

1. **Defined Terms.** All capitalized terms used and not expressly defined in this Claims Processing Procedure (“CPP”) shall have the meanings attributed to them in the Agrisure Viptera/Duracade Class Settlement Agreement, executed on February 26<sup>th</sup>, 2018 (“Settlement Agreement”).

2. **Purpose of this CPP.** This CPP explains how the Claims Administrator will communicate with and provide claims information to a Class Member’s attorney, whom he or she designated as representing him or her either in the Claim Form or on a Request for Change in Representation Status Form.

3. **Asserting Attorney Representation.** Before an attorney can receive any information, a Class Member must notify the Claims Administrator, in writing, of the attorney representation for the Settlement. A Class Member may designate attorney representation on a Claim Form or on a Request for Change in Representation Status Form and submit it to the Claims Administrator.

4. **Law Firm Portal.** The Claims Administrator will give each Law Firm access to a secure, read-only Law Firm Portal. The Law Firm Portal is a secure website connection between the Claims Administrator and each law firm that represents a Class Member or a group of Class Members in the Corn Seed Settlement Program (“Program”). The Claims Administrator will use the Law Firm Portal to provide a report of Class Members who have identified themselves as the firm’s clients, including claims status and notice information, such as upcoming deadlines. The Claims Administrator will also post to the Law Firm Portal copies of all notices the Claims Administrator sends to the Class Member directly.

5. **Law Firm Contact Team.** The Program Communications Team will assign a Law Firm Contact (“LFC”) for each law firm that represents a Class Member who has filed a claim with the Program. The LFC can help answer the attorney’s questions about the Program. Additionally, the LFC ensures the attorney understands the procedures regarding attorney representation, provides status updates for the attorney’s clients’ claims, and assists the attorney in navigating its Law Firm Portal.

6. **Releasing Claims Information.** Upon request by a representing attorney, the Claims Administrator will provide claims information of Class Members listed in the firm’s Law Firm Portal. The Claims Administrator will not, however, release any claims information to an attorney, including Claim Form submission status, if the Class Member has not listed the attorney on a Claim Form or on a Request for Change in Representation Status Form and submitted it to the Claims Administrator. The Claims Administrator will not accept as proof of representation a list from a law firm of its clients. If an attorney is not authorized to receive claims information, the Claims Administrator will refer the attorney to his or her list of clients available in the firm’s Law Firm Portal.

**7.      *Communication Methods.***

(a)      ***Email.*** The Claims Administrator will provide claims information to authorized attorneys and law firm employees whose email addresses are associated with the law firm domain name used to establish the firm's Law Firm Portal. For example, if the Law Firm's Portal was established by [John.Doe@LawFirm.com](mailto:John.Doe@LawFirm.com), the Claims Administrator will provide claims information to other Law Firm employees whose email addresses contain the domain name [LawFirm.com](http://LawFirm.com). If the firm's email addresses use a generic domain (*e.g.*, Gmail, Yahoo, etc.), the Claims Administrator shall only provide claims information to the specific email addresses established in the Law Firm Portal.

(b)      ***Telephone.*** The Claims Administrator will provide information to authorized attorneys and law firm employees who call their designated LFC for the Program. The Claims Administrator will request the caller's name, law firm name, and the name of the Class Member to verify the caller's authorization to receive claims information. The Claims Administrator will compare this information to the information on the Class Member's Claim Form or Request for Change in Representation Status Form. The Claims Administrator shall only provide claims information to attorneys and law firm employees of the law firm listed in these forms.

**8.      *Duration of this CPP.*** This CPP shall apply to all Class Members and may be modified, overruled, replaced or terminated by Order of the United States District Court for the District of Kansas.