

ACCESS TO INVESTMENT BOARD RECORDS

This notice is posted pursuant to s. 19.34(1) of the Wisconsin Statutes to provide the public with information on procedures for access to Investment Board records.

Description of the Organization of the Investment Board

The Investment Board is an independent agency of the State of Wisconsin. It is governed by a Board of nine persons who prescribe rules, policies, and guidelines for the investment of the Wisconsin Retirement System and other funds under the management of the Board.

The executive and administrative functions of the Board are carried out by a staff headed by the Executive Director. Senior management also includes the Assistant Director/Chief Risk Officer, the Chief Investment Officer, the Chief Financial Officer, the Chief Operating Officer, the Chief Legal Counsel, the Internal Audit Director, the Human Resources Director, and the Managing Directors of Fixed Income, Public Equity, Private Markets, and Quantitative Analytics. Agency investment functions are housed in the following divisions: Public Fixed Income, Public Equities, and Private Markets.

Place and Times of Access to Records

The Investment Board offices are located at 121 East Wilson Street in Madison. Records available to the public under the Wisconsin Public Records Law may be inspected at that location.

Access to records may be provided during office hours, from 8 a.m. to 5 p.m. However, because time is often required to assemble records covered by a request, advance notice is appreciated and an appointment may be required.

Procedures and Costs

To request access to Board records, please ask to speak to the Board's legal custodians, either the Chief Legal Counsel or the Assistant Legal Counsel. Access may also be requested by mail or email. All requests are handled in accordance with the Wisconsin Public Records Law.

While not required, it is preferable that a request be made in writing. This reduces confusion or misunderstandings and expedites processing. At times the custodian may require that a request be made in writing, for example where the request is complex or confusing in scope or is otherwise reasonably subject to potential misinterpretation or misunderstanding if not reduced to writing and where legal advice as to application of the Public Records Law is necessary,

Unless the fee is waived, you will be charged 25 cents per page for copies of any record. This has been determined to be the actual, necessary and direct cost of producing copies. There may also be a fee for locating a record, if the cost exceeds \$50.00.