	<p align="center"><b>OPEN DOOR POLICY (POL.HR.020)</b></p>	<p align="center"><b>APPLIES TO: OGE Energy Corp. and Its Majority Owned Subsidiaries</b></p>
<p align="center"><b>OWNER: Director HR Operations</b></p>	<p align="center"><b>EFFECTIVE DATE: 01/11/2018</b></p>	<p align="center"><b>REVISION NO.: 6</b></p>

## 1.0 SCOPE

This policy applies to members of OGE Energy Corp. and its majority owned subsidiaries including Oklahoma Gas and Electric Company (the “Company”).

## 2.0 PURPOSE

The purpose of this policy is to promote respectful communication between all levels of the organization and provide a process for resolving issues and concerns.

## 3.0 POLICY

It is the policy of the Company to promote and maintain an “Open Door Policy”. It is the Company’s belief that an environment built upon the Company’s values and beliefs of respect, integrity and shared trust creates a solid foundation for fully engaged and committed members.

While there may not be a simple answer or solution to every issue or concern, members have the opportunity at all times, through the Open Door policy, to be heard.

### 3.1 NO RETALIATION

The Company prohibits any form of retaliation against members for bringing concerns or complaints in good faith, providing information about harassment, or cooperating in an investigation of harassment. However, individuals who intentionally make false allegations of harassment will be subject to disciplinary action up to and including termination.

If you believe someone is retaliating against you, please report it immediately.

Any person found to have violated the non-retaliation aspect of the policy will be subject to disciplinary actions up to and including termination.


To report concerns of retaliation, report in one of the following ways:

1. Notify your first- or next-level supervisor,
2. Notify your Human Resources Business Partner,
3. Call the OGE mPOWERLINE at 1-877-TELLOGE (835-5643),
4. Report it online at [ethicspoint.com](http://ethicspoint.com), or
5. Contact OGE’s Director of Audits at 405-553-3025 or [parkerda@oge.com](mailto:parkerda@oge.com).

## 4.0 ROLES AND RESPONSIBILITIES

### 4.1 MEMBERS

Members are encouraged to share their concerns, seek information, provide input, and resolve work-related issues by discussing them with their immediate supervisor. If the member is uncomfortable talking to their supervisor or they believe the issue has not been resolved, the member may contact

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the next level supervisor or the Director of HR Operations. A member may also contact their HR Business Partner, the Director of Employee Relations & Compliance (405-553-3446), the mPOWERLINE (877-835-5643) or the [mPOWERLINE Website \(www.ethicspoint.com\)](http://www.ethicspoint.com).

Regardless of a members' concerns, complaint, or suggestion, Company management will work to find solutions and/or understanding, and work to provide clarification.

#### 4.2 MANAGEMENT

Company management is expected to listen to members' issues and concerns and attempt to resolve them. Management should encourage members' input and promote understanding of the decisions that are made.

### 5.0 ASSOCIATED POLICIES

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