

Introduction

[INSERT COMPANY NAME] assumes the responsibility to offer and maintain a workplace free from all forms of discrimination, in which [INSERT COMPANY NAME] employees can realize their full potential and be treated with respect and dignity. [INSERT COMPANY NAME] is committed to the creation of a Diverse, Equitable, and Inclusive (DEI) task force, promoting an environment that is diverse, encourages positivity, and is always respectful. It is one of our core beliefs that diverse teams perform better. This document solidifies our commitment to promoting equity and diversity in our workplace through the actions and initiatives outlined below.

Our policy is monitored, reviewed, and updated annually to ensure that workplace equity and diversity are continually promoted.

1. Scope of Policy

This policy reinforces our commitment to providing equity and fairness to all employees and not to discriminate on the grounds of any protected characteristics. We will not provide less favorable treatment on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, ethnic origin, color, nationality, national origin, religion or belief, or sex and sexual orientation.

2. [INSERT COMPANY NAME] Commitments

[INSERT COMPANY NAME] commits to:

- Creating a working environment that promotes dignity and respect for every employee.
- Not tolerate any form of discrimination, intimidation, bullying, or harassment, and seriously discipline those that breach this policy.
- Make training, development, and progression opportunities available to all employees, regardless of any of the protected characteristics.
- Promote equity in the workplace.
- Maintain a committee of DEI (Diversity, Equity, and Inclusive) individuals who are actively involved in processes & decisions.
- Regularly review all our employment practices and procedures to ensure fairness is maintained.

3. Diversity, Equity, and Inclusion - Our Actions

a) Fair Recruitment & Hiring Practices

To promote fair hiring practices supporting diversity and inclusion, we focus on being aware of funnel metrics and participate in partnerships and practices including the following:

- Partnerships with organizations focused on promoting underrepresented groups in the technology industry.
- Job postings on sites targeted to underrepresented groups.
- Standardizing inclusive, gender-neutral language in job descriptions.
- Removal of information that could correlate to protected characteristics and reduce unconscious bias when reviewing resumes (hide names, pictures, etc.).

b) Active Diversity, Equity & Inclusion Committee

The DEI (Diversity, Equity & Inclusion) committee audits the processes and practices of our organization yearly, to ensure a working environment that promotes a welcoming, inclusive, and fair environment for all. The committee has the mission to educate the employees about unconscious bias, to share best practices, to participate in management discussions towards DEI, and to review salary equity across the board.