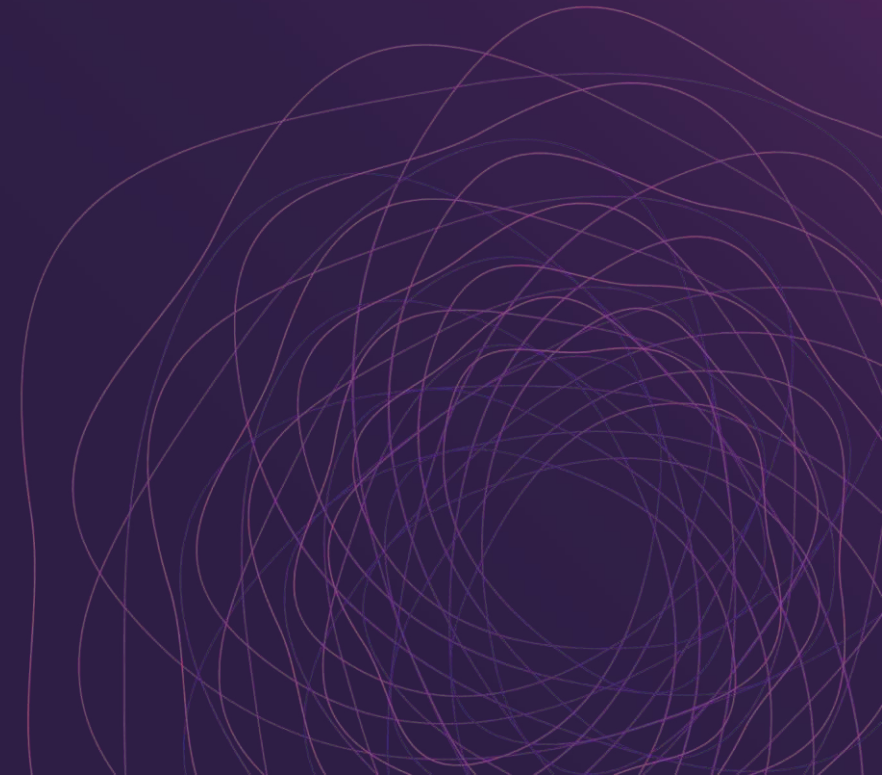




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Guidance for Organisations Starting their ED&I Journey

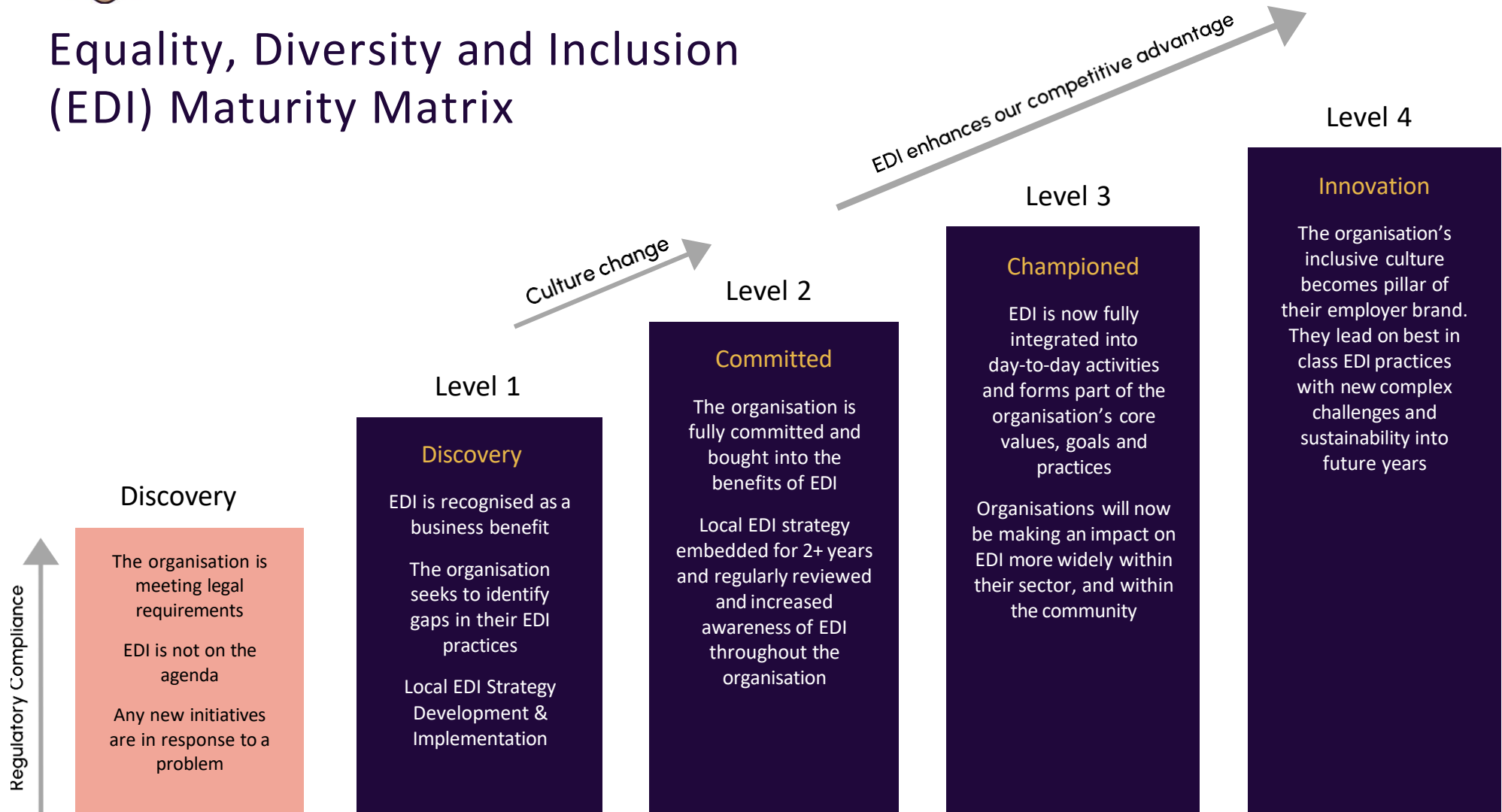
Those Organisations aligned to
Compliance or Level 1 on the ED&I
Maturity Matrix, at the start, or an
early stage in the ED&I Process





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Equality, Diversity and Inclusion (EDI) Maturity Matrix



If incorporating ED&I into your Organisation is a new experience for your Organisation, or you are at an early stage (Compliance or Level 1) OR you wish to be assessed across ED&I strategy, and two Gender Targets then the guidance below should help in your initial application:



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Target 1

Your first target should be 'Develop an Equality, Diversity, and Inclusion Strategy' unless a strategy is already in place, in which case your target should be 'Review and Refresh our Equality, Diversity and Inclusion Strategy'.

If you are part of a Global organisation we don't recommend a default use of a global ED&I Strategy, rather that your ED&I Strategy is based on your local geography, workforce and legal requirements. Your ED&I strategy will require approval from your Board or senior stakeholders and progress against it should be included in your Board reports. This strategy will serve as a foundation for identifying and setting tangible supporting targets. Please go to [Example Targets document](#) for an example

OR another good place to start would be to get your Board bought into the benefits; something that will benefit the organisation as you build the foundations that will become your ED&I Strategy. Actions might include:

Identify a Board Level ED&I Champion and set up Working Group to build the foundations for the ED&I Plan with specific, targeted and dated actions such as:

- Define roles & responsibilities for Champions & Working Group
- Outline the High-Level Purpose and Mission Statement for ED&I within your Organisation as you baseline for the ED&I Strategy

Targets 2 & 3

You can then decide which additional targets to submit after analysing internal data and consulting with key stakeholders, with a particular focus on Gender Diversity at the initial Accreditation stage. Remember that the targets you select should be those that will best help your Organisation mature in terms of ED&I.

Organisations at the early stages of their ED&I journey should focus on establishing foundational targets to support future change, for example, setting up a new Women's Network/ Employee Resource Group (ERG). Please go to our Example Targets document for examples of such targets. Action-oriented targets can also drive meaningful progress, for example:

- Commitment to increasing female leadership by X%, from A% to B% by a specified date
- Commitment to increasing female recruitment by X%, from A% to B% by a specified date

We recognise that some Sectors, Organisations and even Departments within Organisations may see under-representation in males and would advise that Signatories have a strategy that seeks to achieve a positive gender balance across the whole organisation, not just certain parts of it.



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