



2017 Inclusive Workplace Culture Survey: Small Business

1. Please share a quick narrative (100 words or less) of work you are doing with your company/organization related to diversity and inclusion in the workplace.

D&I PILLAR #1: CEO COMMITMENT

2. Are you an active ally of diversity and inclusion in your professional space or industry and the community at large? **(Required)**
- Yes
 No

Please indicate your agreement with the following statement using the response options provided.

3. Our CEO publicly supports and values our company/organization's diversity and inclusion work. **(Required)**

- Strongly Agree
 Agree
 Neither Agree nor Disagree
 Disagree
 Strongly Disagree

4. Please indicate below whether your CEO has done any of the following activities **in the past year** to support your company/organization's diversity and inclusion mission:
If your CEO has done none of these activities and you cannot think of any example to provide, you may simply type "none" in the "other" text box to continue with your survey

(Required)

- Written an Op-Ed on a diversity and inclusion topic
 Published a blog post on a diversity and inclusion topic
 Distributed an All-Staff Communication internally regarding a diversity and inclusion topic
 Chaired your organization's diversity council
 Supported staff efforts to organize a company-sponsored diversity and inclusion event by speaking to the staff during the event about the importance of this type of event or work.
 Other (please specify)

5. Is your company an affiliate of an organization headquartered outside of Tulsa? **(Required)**

- Yes
 No

6. My organization's local leadership actively mirrors our CEO's commitment to diversity and inclusion. **(Required)**

- Yes
 No

7. Does your company have a diversity and inclusion statement? **(Required)**

- Yes
 No

8. Please provide a link to your company's diversity and inclusion statement on your website:
If your company's statement is not on your website, please indicate where it is stored and/or posted **(Required)**

D&I PILLAR #2: INTERNAL POLICIES

Please indicate your agreement with the following statement using the response options provided.

9. My company/organization has internal policies and/or practices that provide equity and support for our diverse employees - *including advocacy above and beyond affirmative action, EEO, and ADA requirements.*

Examples of above-and-beyond advocacy: Employee Resource Groups, Affinity Groups, Diversity Council/Committee, domestic partner benefits, and referral process for accommodations or services.

(Required)

- Strongly Agree
- Agree
- Neither Agree nor Disagree
- Disagree
- Strongly Disagree

10. Please indicate the specific internal policies and/or practices that your company/organization has provided **in the past year** to provide equity and support to your diverse employees.

If you cannot think of any "other" example to provide, you may simply type "none" in the "other" text box to continue with your survey

(Required)

- Employee Resource Groups
- Affinity Groups
- Diversity Council or Committee
- Domestic partner benefits
- Referral process for accommodations or services
- Other (please specify)

11. Does your company's diversity/inclusion policy include sexual orientation? **(Required)**

- Yes
- No

12. Does your company's diversity/inclusion policy include gender identity? **(Required)**

- Yes
- No

D&I PILLAR #3: DIVERSE PEOPLE

13. What percentage of your management team is made up of diverse individuals?

Please utilize the numeric text box below to provide your answer in a single or double-digit format.

Example: 50% is written as 50

Example: 5% is written as 5

Definition - Diverse People / Diverse Individuals / Diverse Candidates: Includes diversity of race, culture/ethnicity, nationality, gender, gender expression, sexual orientation, age, disability, religion, veteran status or class.

(Required)

14. How has your company/organization taken steps to increase the number of diverse individuals in management?

If your company has not taken any action to increase senior management diversity, please simply indicate that below **(Required)**

15. Do you have someone who manages or directs diversity and inclusion work within your company or organization?

This individual does not need to hold a full-time D&I position, but be a point-person within the company whom can be contacted for future questions, involvement, or learning.

(Required)

- Yes
- No

16. Please provide the contact information for your manager/director of diversity/inclusion work at your company:

This individual does not need to hold a full-time D&I position, but be a point-person within the company whom can be contacted for future questions, involvement, or learning.

Name:

Job Title:

Phone:

Email:

Please indicate your agreement with the following statement using the response options provided.

17. My company/organization promotes diversity through its *recruitment* practices.

Examples of practices: Participating in employment fairs targeted to specific ethnic groups, engaging in student pipeline development programs, advertising for positions in other languages, etc.

(Required)

- Strongly Agree
- Agree
- Neither Agree nor Disagree
- Disagree
- Strongly Disagree

18. Does your company utilize images representing a diverse population for company advertisements, collateral material and other external communication pieces?

Examples of external communication pieces: company website, newsletter, annual report, etc.

(Required)

- Yes
- No

Please indicate your agreement with the following statement using the response options provided.

19. My company/organization promotes diversity through its *hiring* practices. **(Required)**

- Strongly Agree
- Agree
- Neither Agree nor Disagree
- Disagree
- Strongly Disagree

20. Do you discuss your non-discrimination policy or commitment to diversity and inclusion during your onboarding process? **(Required)**

- Yes
- No

Please indicate your agreement with the following statement using the response options provided.

21. My company/organization promotes diversity through its employee *development* practices. **(Required)**

- Strongly Agree
- Agree
- Neither Agree nor Disagree
- Disagree
- Strongly Disagree

22. Have you or your staff attended a Mosaic Lunch & Learn, Networking Event, or Economic Inclusion Forum **within the past year?** **(Required)**

- Yes
- No

23. Does your company offer training on religious diversity for managers and supervisors? **(Required)**

- Yes
- No

Please indicate your agreement with the following statement using the response options provided.

24. My company/organization promotes diversity through its internal *promotion* practices. **(Required)**

- Strongly Agree
- Agree
- Neither Agree nor Disagree
- Disagree
- Strongly Disagree

Please indicate your agreement with the following statements using the response options provided.

25. My company/organization promotes diversity through its *retention* practices. **(Required)**

- Strongly Agree
- Agree
- Neither Agree nor Disagree
- Disagree
- Strongly Disagree

26. Please provide as much detail as possible regarding how your company/organization promotes diversity through its retention practices. **(Required)**

27. Leaders at my company/organization are supportive of employee efforts to make space for challenging conversations regarding diversity and inclusion issues. **(Required)**

- Strongly Agree
- Agree
- Neither Agree nor Disagree
- Disagree
- Strongly Disagree

28. Please provide as much detail as possible regarding how leaders in your company/organization support employee efforts to make space for challenging conversations: **(Required)**

29. Does your company regularly evaluate its physical plant(s)/operations or workplace facilities (e.g., office building(s), workspaces, etc.) for disability access? **(Required)**

- Yes
- No

30. Please indicate whether your company has offered any of the following religious accommodations in the past 12 months (select all that apply):

If your company has done none of these activities and you cannot think of any example to provide, you may simply type "none" in the "other" text box to continue with your survey

- (Required)**
- Offering floating time off for employees to observe events of personal significance
 - Taking into account the different religious beliefs of employees when planning holiday-related events
 - Taking into account employees' various religious holidays when planning work-related events (e.g., conferences, meetings, trainings, trips, workshops, etc.)
 - Allowing religious decoration of individual workspace (within one's office/cubicle)
 - Allowing religious decoration of individual workspace (within one's office/cubicle) during religious holidays only
 - Allowing flexible scheduling to accommodate employees' religious practices at work (e.g., meditating, praying, worshipping, etc.)

- Offering a variety of food in organization's cafeteria/eatery, meetings, etc. (e.g., halal, kosher, vegetarian, etc.)
- Making dress code and/or personal appearance code exemptions/modifications
- Creating designated area(s) for employees to use for religious practices (e.g., meditation room, prayer room, etc.)
- Allow on-site religion-based affinity groups
- Other (please specify)

31. Are managers at your company/organization encouraged or required to be actively engaged in Diversity Groups and Employee Resource Groups?

(Required)

- Encouraged
- Required
- Neither
- Not Applicable/Unable to Rate

32. Do each of the Employee Resource Groups at your company/organization have a defined purpose and measurable goals? **(Required)**

- Yes
- No
- Not Applicable/Unable to Rate

33. How does management receive feedback from Employee Resource Groups?

(Required)

- At regular meetings
- Through Written Reports
- Not Applicable/Unable to Rate
- Other (please specify)

34. To which of the following audiences does your company/organization report (at least annually) its Diversity and Inclusion Efforts? **(Required)**

- Employees
- Board of Directors
- Leadership
- External Audiences
- Not Applicable/Unable to Rate
- Other (please specify)

D&I PILLAR #4: COMMUNITY OUTREACH

Please indicate your agreement with the following statement using the response options provided.

35. My company supports diversity and inclusion work in the Tulsa region (through either monetary donations, in-kind support, or employee participation):

Examples of Diversity and Inclusion Topics: Race, culture/ethnicity, nationality, gender, gender expression, sexual orientation, age, disability, religion, veteran status or class.

Examples of Local D&I Events: Martin Luther King Parade, John Hope Franklin Reconciliation Dinner, Pride Parade, Veterans Parade, Festival Americas, etc.

(Required)

- Strongly Agree
- Agree
- Neither Agree nor Disagree
- Disagree
- Strongly Disagree

36. Please indicate which specific diversity and inclusion topics and related events your company/organization has chosen to either support (via funds or in-kind services) or participate in (to include volunteering) **during the past year:**

Examples of Local D&I Events: Martin Luther King Parade, John Hope Franklin Reconciliation Dinner, Pride Parade, Veterans Parade, Festival Americas, etc.

(Required)

- race
- culture/ethnicity
- nationality
- gender
- sexual orientation/gender identity or expression
- age
- disability
- religion
- veteran status
- socio-economic class
- Other (please specify)

D&I PILLAR #5: SUPPLIER DIVERSITY

37. Does your company demonstrate commitment to supplier diversity through priority use of diverse, locally-owned, businesses?

Examples of diverse local businesses: local catering company, local coffee shop, local restaurant, women-owned businesses, minority-owned business, veteran-owned business, disability-owned business, American-Indian owned businesses, LGBT-owned business. **(Required)**

- Yes
- No

38. Does your company/organization demonstrate commitment to supplier diversity through a formal supplier diversity policy or statement?

Definition - Supplier Diversity: The idea or concept that the growth of qualified supply chain vendors within a company's procurement system delivers added value to the client organization. Supplier Diversity Strategies typically focus on increasing the representation of minority-owned businesses within the company's supply chain pipeline. However, diversity programs can also focus on other underrepresented businesses in the expansion of their supply chain including small/medium sized businesses, geographically diverse suppliers, women-owned businesses and veteran-owned businesses.

Examples of Diverse Suppliers: Minority-owned Business, Women-owned Business, Disability-owned Business, Service-Disabled Veteran-owned Business, Veteran-owned Business, HUBZone Business, Small Business, and Small Disadvantaged Business

(Required)

- Yes
- No

39. Please provide a link to your diversity supplier policy or statement on your company's external website.

If your company's policy/statement is not on your website, please indicate where it is stored and/or posted

Definition - Supplier Diversity: The idea or concept that the growth of qualified supply chain vendors within a company's procurement system delivers added value to the client organization. Supplier Diversity Strategies typically focus on increasing the representation of minority-owned businesses within the company's supply chain pipeline. However, diversity programs can also focus on other underrepresented businesses in the expansion of their supply chain including small/medium sized businesses, geographically diverse suppliers, women-owned businesses and veteran-owned businesses.

Examples of Diverse Suppliers: Minority-owned Business, Women-owned Business, Disability-Owned Business, Service-Disabled Veteran-owned Business, Veteran-owned Business, HUBZone Business, Small Business and Small Disadvantaged Business

(Required)

COMPANY D&I NEEDS & PROGRESS

40. What resources, services or information is your company/organization currently lacking that it needs to facilitate its diversity and inclusion work?

41. Has your company/organization made changes related to its diversity and inclusion practices since the 2016 Mosaic Diversity Survey? **(Required)**

- Yes
- No

42. Please provide examples of the changes made within your company/organization since the 2016 Mosaic Diversity Survey: **(Required)**

COMPANY INFORMATION

43. Please provide the following information regarding your company/organization:

(Required)

Company Name (as you would like it to appear if selected as one of Mosaic's Top 20 Inclusive Workplace Cultures):
Industry:
Number of Employees in Northeast Oklahoma:
Number of Employees Company-Wide:

44. Does your company have an international component? **(Required)**

- Yes
- No

45. Please provide your contact information:

First and Last Name:
Title:
Email Address:
Phone Number:

46. Would you like to receive Mosaic updates? **(Required)**

- Yes
- No

47. Do we have your permission to share company information or quote you in our Mosaic presentation or publication? **(Required)**

- Yes
- No

48. Whom should we contact for permission to publish your company information?

(Required)