



DIVERSITY QUESTIONS FOR E-DISCOVERY SUPPLIERS

The following questions were developed by the EDI Diversity Initiative to assist clients entering the E-Discovery RFP process with prospective service providers. The questions are intended to shape the conversation regarding diversity within an organization and ensure that any potential candidates prioritize the advancement of diverse viewpoints in accordance with the goals set out upon by the EDI Diversity Initiative and its signatory organizations.

1. Does your Company have a supplier diversity program? If so, please describe your program beyond a broad "Commitment to Diversity" statement.
2. Is your Company a minority- or women-owned business?
3. Is your Company a Veteran owned business?
4. Is your Company a disabled Veteran owned business?
5. Does your company have the ability to report on 2nd Tier Diversity suppliers?
6. What percentage of your workforce voluntarily and openly identify themselves as a member of an ethnic minority?
7. What percentage of your workforce voluntarily and openly identify themselves as a member of the LGBTQ community?
8. What percentage of your workforce voluntarily and openly identify themselves as having a disability?
9. Indicate whether your company's executive leadership includes women or minorities. Feel free to include additional categories that your company may track, and any statistics on retention of diverse employees that may be available.
10. Does your company have a designated individual responsible for leading your diversity initiatives?
11. Does your company mentor and/or has your company established programs to develop talented individuals of diverse backgrounds for future opportunities within your company and/or industry?
12. Does your company have any relationships with or support external organizations whose mission is to promote diversity?
13. Are you NMSDC (National Minority Supplier Development Council) certified? If yes, please provide Issuer, expiration date and certificate number.
14. Are you WBENC (Woman's Business Enterprise National Council) certified?
15. Are you NWBOC (Nation Women Business Owners Corporation) certified?
16. Is your enterprise LGBT certified?
17. Is your company HUB Zone certified?
18. Do you currently track and monitor expenditures with third party diverse businesses?
19. What is the good faith effort you will make to create expenditures with third party diverse businesses?
20. Outline any involvement, leadership roles, or others that woman or minorities are likely to have in [RFP initiating company]'s ongoing engagement.
21. Describe your demonstrable commitment to principles of diversity and community involvement.