THE BUSINESS CASE FOR CREATING AND SUSTAINING A CORPORATE CULTURE OF DIVERSITY & INCLUSION IS CLEAR:

- Working teams comprising members of diverse age, physical ability, gender, national origin, race, religion, ethnicity, sexual orientation, family status, work experience and working style are more representative of customers and clients. These teams benefit from improved decision-making and problem-solving.
- Research demonstrates that the financial performance of large organizations with diversity at senior levels have higher returns on equity correlated with greater diversity.
- Pursuant to Section 342 of the Dodd-Frank Act, covered federal agencies (including the SEC and FDIC) have developed “best practices” by which regulated entities may conduct annual self-assessments of diversity and inclusion policies and practices. While compliance with these standards is “voluntary,” compliance is likely to be viewed favorably in the evaluation of such entities by the regulating agencies.
- Many corporate clients require their service providers and other contracting businesses to have robust diversity and inclusion programs as a condition of doing business, and they consider such programs when making contracting decisions.
- Developing best practices for increasing, managing and monitoring utilization of diverse vendors, including outside counsel.
- Developing a model for self-assessment and weighing the legal risks of collecting diversity-related data.
- Designing a custom recruiting/retention/promotion/pay equity template designed to mitigate and interrupt biases and to ensure greater success in recruiting and retaining diverse candidates.
- Developing affirmative action programs for government contractors and subcontractors, advising contractors regarding affirmative action compliance and representing contractors in Office of Federal Contract Compliance Programs (OFCCP) audits.
THE DIAL PROCESS: STEP BY STEP

Our team works closely with your organizational leadership to understand your business culture and goals. The DIAL Process involves two phases:

Phase 1: Review Existing Diversity and Inclusion Programs and Practices

Under attorney-client privilege, Duane Morris will take a comprehensive look at:

- How your organization currently approaches diversity and inclusion
- What your goals are from having a diversity and inclusion program
- Diversity statistics by job classification
- Reviewing pay equity between diverse and non-diverse employees
- Current D&I programs through interviews of employees
- The level of inclusiveness of diverse employees in your organization
- The overall strengths and weaknesses of your existing D&I programs

With those findings, we will assist you in forming a D&I leadership council comprising employees from all levels of your business who will help develop and implement the D&I program and ensure that it is aligned with your business objectives.

Phase 2: Develop a D&I Program Tailored to Your Organization

In the second phase, Duane Morris will craft a D&I program that includes:

- A clear D&I mission statement that includes both Equal Employment Opportunity (EEO) and non-EEO categories
- Programs to improve awareness of different cultures and how to recognize and prevent stereotypes, implicit bias and micro-inequities
- Training and education on D&I programs and how to overcome obstacles to implement D&I programs
- Programs to support the success of the D&I program: Mentoring, Work Allocation, Performance Reviews, Best Practices for Leadership
- A communications plan that includes newsletters, internal and external Web sites, D&I events and affinity groups
- Methods to measure progress for the D&I program: Periodic reviews of diversity statistics, pay equity, self-evaluations and employee satisfaction surveys

OFFICE LOCATIONS & REACH

UNIFIED STATES

Atlanta
Austin
Baltimore
Boca Raton
Boston
Cherry Hill
Chicago
Houston
Lake Tahoe
Las Vegas
Los Angeles

INTERNATIONAL

Hanoi
Ho Chi Minh City
London
Myanmar
Oman
Shanghai
Singapore
Taiwan

> Also satellite offices, including Bangor and Portland, Maine; and Seattle, Washington
> Alliances in Mexico and Sri Lanka
> Leadership position with international network of independent law firms

FOR FURTHER INFORMATION

If you have any questions about the Duane Morris DIAL toolkit or any of the other diversity and inclusion services offered by Duane Morris, please contact Thomas Servodidio, Vice Chairman of Duane Morris (tgservodidio@duanemorris.com); Joseph West, Trial Partner and Duane Morris’ Chief Diversity and Inclusion Officer (jkwest@duanemorris.com); Eve Klein, Chair, Employment, Labor, Benefits and Immigration Practice Group (eiklein@duanemorris.com); partners Linda Hollinshead (lhollinshead@duanemorris.com) or Michael Cohen (mcohen@duanemorris.com); any of the attorneys in our Employment, Labor, Benefits and Immigration Practice Group; or the attorney in the firm with whom you are regularly in contact.

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