

GENDER REVIEW

(ideally this information request is sent in advance, along with other DD requests)

For the below, kindly give an indication of the women in these roles, as well as the approximate total number of all employees of any gender.

1. Co-founders
2. C-level management
3. C-level management not including HR or marketing
4. Number of Employees (if possible, please provide a breakdown appropriate for your company, i.e by type of employee, title/responsibilities or general level)
5. In the same general categories as #4 above, how long have these women been with your company?
 - a. Less than one year
 - b. 1-5 years
 - c. 5-10 years
 - d. 10-20 years
 - e. Greater than 20 years
6. Women as consultants, short term or seasonal employees. If so, in addition to providing number, please describe their role, nature of their relationship with your company, how frequently you use, and how they impact your business
7. Women on the Board of Directors
8. Women on an Advisory Committee
9. Women as Investors
10. Women as influencers or informal decision makers. Please describe a bit about the role, how it came to be, and how it impacts the business

QUESTIONS/THEMES FOR PORTFOLIO COMPANIES

Integrated into DD process as part of the conversation, not intended to be a separate interview or list of questions.

Organization

- Do you consider your organization pro-actively pro-women in any way?
- Do women play a prominent role in your company? In what ways? Was this an active decision? Why? How has that affected the company?
- Do you track the number of women in your organization? Do you track gender related metrics at all in your organization? If so, what do you track and how is this information used?

Metrics

- What metrics, if any, do you use to look at the company with a social lens?
- What metrics, if any, do you use to look at the company with a gender lens---this can include women as co-founders, women in the supply chain, women employees, women on the Board, women buyers, etc? What are the pros and cons of these metrics?
- Are there other metrics you would like to use? Are there other things you would like to measure?

Talent

- Are women better in certain roles in your company? Please explain.
- Do you actively recruit new women to the company? How and why/why not?
- If you do actively recruit new women to the company, in what roles? What is your expectation of them that may be different from men?
- In general, how do you find women as employees in your company?
- Do you actively try to retain women in the company over the course of their career? How and why/why not?

Policies

- Do you have company policies in place that protect or provide rights to someone because of their gender? What are they? How are they used
- Do you have non-discrimination policies in place in your company? Do these appropriately address gender?
- Do you have a formal complaint process in place? What is it most commonly used for? How are complaints resolved?
- Have you had any gender related complaints in your organization? If so, in a few words, describe what they were and how they were resolved (anonymously).

Investment Process

- Do any of your investors or funders ask you about gender related issues? If so, what is asked, by whom, and when?
- During any conversation, has DGGF asked you about gender or women in your company? If so, when, how and by whom? How did this make you feel?
- As a result of any questions or conversations with investors, do you view or track women in your company or suppliers differently?