



INTERNATIONAL BUSINESS EQUALITY
INDEX2010

QUESTIONNAIRE

DIVERSITY AND INCLUSION (4 QUESTIONS : 22.5% ; 5.625% per question)

1. In 2009, did your corporation have a diversity & inclusion program?

A diversity & inclusion program is a comprehensive program that assists corporations in positively managing diversity. Such a program usually comprises diversity training for management and staff; promotes the formation of minority employee groups; provides for diversity in procurement; and the development of products and services that take into account customer diversity.

2. In 2009, did your diversity & inclusion program cover LGBT issues explicitly?

"Explicitly" means that the words "gay, lesbian, bisexual and transgender" appear in such program along with the main issues at stake for LGBT people such as LGBT employee resource groups, same-sex spouse's benefits, supplier diversity, etc.

3. In 2009, did your corporation have a managerial position whose job description included LGBT issues?

This person does not necessarily need to be exclusively in charge of LGBT issues and can be in charge of these issues in several countries at a time.

4. In 2009, was there anyone in your corporation who is openly LGBT and occupied a decision-making position?

Decision-making positions reflect those at the global level (Corporations' Headquarters) or at national and regional levels who are instrumental in the company's business, strategic, or policy-making decisions. They might be positions such as CEO's, Presidents and Vice-Presidents as well as senior managers and directors.

**SEXUAL ORIENTATION AND GENDER IDENTITY POLICIES AND PRACTICES
(8 QUESTIONS : 60% - 7.5% per question)**

- 5. In 2009, did your corporation have a written policy barring discrimination based on, and using words referring to "sexual orientation"?**

Anti-discrimination policies prohibit any form of discrimination on a list of grounds at all stages of employment, including recruitment, distribution of promotions and termination of employment. Sexual orientation refers to a person's sexual and emotional attraction to people of the same and/or different sex; in colloquial language often described as lesbian, gay, straight or bisexual.

- 6. In 2009, did your corporation have a written policy barring discrimination referring to transgender people?**

Anti-discrimination policies prohibit any form of discrimination on a list of grounds at all stages of employment, including recruitment, distribution of promotions and termination of employment. Transgender are people whose gender identity and/or gender expression differs from the sex they were assigned at birth.

- 7. In 2009, did your international relocation policies include LGBT employees and their same-sex spouses?**

Specifically, are written policies in place with clear references to LGBT employees and their "same-sex spouses" or variations on this term such as "same-sex partners", "significant others", "domestic partners", etc.

- 8. In 2009, did your corporation provide diversity awareness training that deals with the specifics of sexual orientation ?**

The diversity awareness training must be available for all employees. It can be offered in the form of seminars, educational sessions, online or other forms. Sexual orientation refers to a person's sexual and emotional attraction to people of the same and/or different sex; in colloquial language often described as lesbian, gay, straight or bisexual.

- 9. In 2009 did your corporation provide transgender awareness training?**

The training must be available for all employees. It can be offered in the form of seminars, educational sessions, online or other forms. Transgender are people whose gender identity and/or gender expression differs from the sex they were assigned at birth.

10. In 2009, did your corporation's partner benefits also apply to your LGBT employees?

All partner benefits offered by the corporation to its employees must be identical, independently of sexual orientation or gender identity. It also needs to be written in the policy.

11. In 2009, could your LGBT employees contact someone in your corporation to specifically discuss issues of harassment ?

The contact person must have clearly identified in his/her job description the ability to manage sexual orientation and gender identity related issues. LGBT harassment refers to any act or conduct that it is unwelcome to the victim, which could be regarded in relation to the victim's sexual orientation / gender identity as offensive, humiliating or intimidating. It can include spoken words, gestures or the production, display or circulation of written words, pictures or other material.

12. In 2009, did your corporation have a recognized LGBT employee resource group for your staff?

If such group does not exist in certain countries the employees must have access to one in the corporation by the means of the Internet or by joining a regional or global employee resource group.

**SUPPLIER DIVERSITY AND MARKETING
(2 QUESTIONS : 2.5%; 1.25% per question)**

13. In 2009, did your corporation have a supplier diversity program?

Supplier diversity is a program that provides minority-owned diverse businesses the opportunity to participate in all areas of procurement and contracting.

14. In 2009, did your corporation include LGBT owned and controlled enterprises in your supplier diversity program?

It needs to be clearly specified that LGBT owned and controlled enterprises are part of the minority-owned diverse businesses included in the corporation's supplier diversity program.

COMMUNITY INVOLVEMENT

(3 QUESTIONS : 15% - 5% per question)

15. In 2009, did your corporation use advertisements in the LGBT media?

LGBT media constitutes magazines, television, radio, newspapers and online publications presenting mainly LGBT content.

16. In 2009, did your corporation include LGBT themes in your mainstream media advertising?

Mainstream media (or mass media) denotes a section of the media specifically designed to reach a very large audience such as the population of a nation state through newspapers, television, radio, broadcasting and Internet. LGBT themes deal with topics, person(s), products or services that are clearly LGBT related.

17. In 2009, did your corporation offer any financial or in-kind support to an LGBT organization or event outside of your company?

Financial or in-kind support can include actions such as the purchase of tickets to LGBT events, publicity, free use of corporation's space, events' sponsorship, donations to LGBT organizations, etc.