

# 2023 Diversity, Equity, & Inclusion Framework

## Instructions

The data collection instrument is designed to be comprehensive and is comprised of six sections focused on your firm's diversity, equity, and inclusion initiatives across areas from recruitment to developing leadership talent.

All entries should represent data **as of the company's 2022 fiscal year end** and should be based on your **United States employee population**. You are encouraged to complete the entire questionnaire, but it is not required. Each section has an open text entry space for Supplementary Information at the end that may be used to provide additional context or information on changes since the fiscal year-end.

**By submitting your data to Bloomberg Law, you are verifying on behalf of the organization that all information is accurate.**

**Legal Disclaimer:** The Bloomberg Law Diversity, Equity, and Inclusion Listing utilizes a data Collection Instrument to collect information (Data) from law firms. The Data may include information related to the workforce, policies, and interactions with customers or third parties. Data collected in the data Collection Instrument for the DEI Framework will be aggregated and high-level findings, which may include inter alia overall reported industry demographics and percentage of firms with various policies, will be published to Bloomberg Law and the Bloomberg Terminal service. Subscribers may access the Listing through multiple channels such as Bloomberg Law and the Bloomberg Terminal service.

The Listing and associated findings are based solely on the Data provided by participating U.S. firms and are subject to their accuracy. Nothing in the Framework, Listing or associated findings should be construed as an opinion of any law firm by Bloomberg Law or its affiliates, nor are they intended to be a recommendation or endorsement of any firm(s).

## Section 1: General Firm Demographics and Contact Information

The first few questions are general contact information as well as general information about your firm and overall demographics.

**Please list information for a point of contact for this data collection process.** This is the person to whom we may direct questions and who will receive any communications regarding the framework.

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Email \_\_\_\_\_ Telephone \_\_\_\_\_

**Please list firm headquarters information:** This is how the firm will be listed in all listing material.

Firm Name \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Please tell us the overall make up of your firm, across all US offices for the past year (2022).**

First, please tell us the total number of attorneys you have at each level:

Equity partners \_\_\_\_\_ Counsel \_\_\_\_\_  
 Non-equity partners \_\_\_\_\_ Other attorneys \_\_\_\_\_  
 Associates \_\_\_\_\_

For each diversity category, please enter the number of attorneys at each level that identify with that category.

**Definitions:**

**Equity partner:** An attorney with an ownership interest in the firm.

**Non-equity partner:** An attorney promoted beyond Associate to partner-level in title, but who does not have an ownership interest in the firm and does not share in the firm’s capital or profits.

**Associate:** An attorney employed at the law firm who does not have an ownership interest.

**Counsel:** An attorney employed at the law firm who does not have an associate or partner title.

**Other attorneys:** This space can be used if the firm has other attorney employees working as lawyers but who do not fit into any of the above categories.

**Non-binary:** Includes any attorney who identifies as neither male nor female, including agender, genderfluid, and genderqueer

**Minority:** A non-White attorney

**Firm Race and Ethnicity:**

|  | Equity partners | Non-equity partners | Associates | Counsel | Other attorneys |
|--|-----------------|---------------------|------------|---------|-----------------|
| African American /Black                          |                 |                     |            |         |                 |
| Hispanic / Latino/a                              |                 |                     |            |         |                 |
| Asian American                                   |                 |                     |            |         |                 |
| American Indian or Alaskan Native                |                 |                     |            |         |                 |
| Native Hawaiian or other Pacific Islander        |                 |                     |            |         |                 |
| White  |                 |                     |            |         |                 |
| Multiracial                                      |                 |                     |            |         |                 |
| Race or ethnicity data not disclosed by attorney |                 |                     |            |         |                 |

**Firm Gender Identity:**

|  | Equity partners | Non-equity partners | Associates | Counsel | Other attorneys |
|--|-----------------|---------------------|------------|---------|-----------------|
| Male   |                 |                     |            |         |                 |
| Female   |                 |                     |            |         |                 |
| Non-binary                                     |                 |                     |            |         |                 |
| Gender identity data not disclosed by attorney |                 |                     |            |         |                 |

**Additional Characteristics:**

|  | Equity partners | Non-equity partners | Associates | Counsel | Other attorneys |
|--|-----------------|---------------------|------------|---------|-----------------|
| LGBTQ individuals                                  |                 |                     |            |         |                 |
| Person with one or more disabilities               |                 |                     |            |         |                 |
| Veterans   |                 |                     |            |         |                 |
| Additional identity data not disclosed by attorney |                 |                     |            |         |                 |

**What is the average tenure at the firm for each of the following groups?** Please input a whole number representing the average years of tenure for each group.

- Minority women \_\_\_\_\_
- Minority men \_\_\_\_\_
- White women \_\_\_\_\_

- White men \_\_\_\_\_
- Minority non-binary person \_\_\_\_\_
- White non-binary person \_\_\_\_\_

## Section 2: Leadership and Talent Pipeline

This section focuses on the composition of your firm’s leadership, as well as promotions, and top compensation for the past year.

### Firm Leadership - Race and ethnicity by gender:

Some categories may not be applicable to smaller firms, simply leave these blank.

|   | Minority women | Minority men | White women | White men | Minority non-binary person | White non-binary person | Data not disclosed by attorney | Total |
|---|----------------|--------------|-------------|-----------|----------------------------|-------------------------|--------------------------------|-------|
| Number of lawyers who serve on the highest governance committee of the firm |                |              |             |           |                            |                         |                                |       |
| Number of lawyers who lead offices  |                |              |             |           |                            |                         |                                |       |
| Number of lawyers who lead firm-wide practice groups or departments         |                |              |             |           |                            |                         |                                |       |
| Number of lawyers who lead local office practice groups or departments      |                |              |             |           |                            |                         |                                |       |
| Number of lawyers who lead firm-wide committees                             |                |              |             |           |                            |                         |                                |       |
| Number of lawyers on the partner/review committee or equivalent             |                |              |             |           |                            |                         |                                |       |
| Number of lawyers who serve on the firm-wide compensation committee         |                |              |             |           |                            |                         |                                |       |
| Number of hiring partners or equivalent                                     |                |              |             |           |                            |                         |                                |       |

**Firm Leadership - Additional Characteristics:** Some categories may not be applicable to smaller firms, simply leave these blank.

|   | LGBTQ | Person with one or more disabilities | Veterans | Total |
|---|-------|--------------------------------------|----------|-------|
| Number of lawyers who serve on the highest governance committee of the firm |       |                                      |          |       |
| Number of lawyers who lead offices  |       |                                      |          |       |
| Number of lawyers who lead firm-wide practice groups or departments         |       |                                      |          |       |
| Number of lawyers who lead local office practice groups or departments      |       |                                      |          |       |
| Number of lawyers who lead firm-wide committees                             |       |                                      |          |       |
| Number of lawyers on the partner/review committee or equivalent             |       |                                      |          |       |
| Number of lawyers who serve on the firm-wide compensation committee         |       |                                      |          |       |
| Number of hiring partners or equivalent                                     |       |                                      |          |       |

**Which of the following describe the person in your firm's top management position (either CEO or managing partner)?**

Please select all that apply.

- Male
- Female
- White
- African American/Black
- Hispanic/Latino/a
- Asian American
- American Indian or Alaskan Native
- Native Hawaiian or other Pacific Islander
- Multiracial
- LGBTQ individuals
- Veterans
- Person with one or more disabilities
- Neurodiverse
- Other group (please specify): \_\_\_\_\_
- None of these

**Does your firm have a chief diversity officer (CDO) or equivalent or an executive with the primary function of managing the firm's diversity and inclusion initiatives?**

- Yes
- No

**Please provide the number of attorneys in each group for your firm's top 10% compensated employees - Race and ethnicity by gender:** Some categories may not be applicable to smaller firms, simply leave these blank.

|  | Male partners | Female partners | Non-binary partners |
|--|---------------|-----------------|---------------------|
| African American / Black                         |               |                 |                     |
| Hispanic / Latino/a                              |               |                 |                     |
| Asian American                                   |               |                 |                     |
| American Indian or Alaskan Native                |               |                 |                     |
| Native Hawaiian or other Pacific Islander        |               |                 |                     |
| White  |               |                 |                     |
| Multiracial                                      |               |                 |                     |
| Race or ethnicity data not disclosed by attorney |               |                 |                     |

**Please provide the number of attorneys in each group for your firm's top 10% compensated employees - Additional characteristics by gender:** Some categories may not be applicable to smaller firms, simply leave these blank.

|                                      | Male partners | Female partners | Non-binary partners | Data not disclosed |
|--------------------------------------|---------------|-----------------|---------------------|--------------------|
| LGBTQ                                |               |                 |                     |                    |
| Person with one or more disabilities |               |                 |                     |                    |
| Veterans                             |               |                 |                     |                    |

**First, please tell us the total number of attorneys promoted to:**

Equity Partner \_\_\_\_\_ Non-equity Partner \_\_\_\_\_

**Promotions from Associate to Partner by Race and Ethnicity:**

|   | Equity Partners | Non-equity Partners |
|---|-----------------|---------------------|
| African American / Black                  |                 |                     |
| Hispanic / Latino/a                       |                 |                     |
| Asian American                            |                 |                     |
| American Indian or Alaskan Native         |                 |                     |
| Native Hawaiian or other Pacific Islander |                 |                     |
| White                                     |                 |                     |
| Multiracial                               |                 |                     |
| Race or ethnicity data not disclosed      |                 |                     |

**Promotions from Associate to Partner by Gender Identity:**

|                                    | Equity Partners | Non-equity Partners |
|------------------------------------|-----------------|---------------------|
| Male                               |                 |                     |
| Female                             |                 |                     |
| Non-binary                         |                 |                     |
| Gender identity data not disclosed |                 |                     |

**Promotions from Associate to Partner by Additional Characteristics:**

|  | Equity Partners | Non-equity Partners |
|--|-----------------|---------------------|
| LGBTQ                                  |                 |                     |
| Person with one or more disabilities   |                 |                     |
| Veterans                               |                 |                     |
| Additional identity data not disclosed |                 |                     |

The next section focuses on your firm’s talent pipeline – the diversity in your workforce under senior management.

First, please tell us the total number of allied professionals you have in each of these categories:

Paralegal \_\_\_\_\_

Innovation \_\_\_\_\_

Information Technology (IT) / Engineering \_\_\_\_\_

All other non-attorney roles \_\_\_\_\_

**How many allied professionals (staff, paralegals, and technical staff) in your firm belong to each of the following groups?**

**Allied Professionals by Race and Ethnicity:**

|   | Paralegal | Information Technology (IT) / Engineering | Innovation | All other non-attorney roles |
|---|-----------|---|------------|------------------------------|
| African American /Black                   |           |   |            |                              |
| Hispanic / Latino/a                       |           |   |            |                              |
| Asian American                            |           |   |            |                              |
| American Indian or Alaskan Native         |           |   |            |                              |
| Native Hawaiian or other Pacific Islander |           |   |            |                              |
| White                                     |           |   |            |                              |
| Multiracial                               |           |   |            |                              |
| Race or ethnicity data not disclosed      |           |   |            |                              |

**Allied Professionals by Gender Identity:**

|                                    | Paralegal | Information Technology (IT) / Engineering | Innovation | All other non-attorney roles |
|------------------------------------|-----------|---|------------|------------------------------|
| Male                               |           |   |            |                              |
| Female                             |           |   |            |                              |
| Non-binary                         |           |   |            |                              |
| Gender identity data not disclosed |           |   |            |                              |

| Allied Professionals by Additional Characteristics: | Paralegal | Information Technology (IT) / Engineering | Innovation | All other non-attorney roles |
|---|-----------|---|------------|------------------------------|
| LGBTQ individuals                                   |           |   |            |                              |
| Person with one or more disabilities                |           |   |            |                              |
| Veterans  |           |   |            |                              |
| Additional identity data not disclosed              |           |   |            |                              |

Please use this space to describe any additional information you would like to present regarding diversity and inclusion specific to your firm's leadership and talent development pipeline.

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### Section 3: Recruitment and Retention

Thank you for telling us about your current leadership and talent development pipeline. The next section focuses on your recruitment and retention strategies, including hiring, attrition, policies and benefits at your firm.

Please tell us the profile of all your promotions, hires, and attrition across all US offices for the past year (2022). For each diversity category, please enter the number of attorneys that identify with each, as well as the total number of attorneys.

**Definitions:**

**Equity partner:** An attorney with an ownership interest in the firm.

**Non-equity partner:** An attorney promoted beyond Associate to partner-level in title, but who does not have an ownership interest in the firm and does not share in the firm's capital or profits.

**Associate:** An attorney employed at the law firm who does not have an ownership interest.

**Counsel:** An attorney employed at the law firm who does not have an associate or partner title.

**Other attorneys:** This space can be used if the firm has other attorney employees working as lawyers but who do not fit into any of the above categories.

**Please tell us the number of attorneys who joined the firm last year:**

**Firm Hires total by level:**

Equity partners \_\_\_\_\_

Counsel \_\_\_\_\_

Non-equity partners \_\_\_\_\_

Other attorneys \_\_\_\_\_

Associates \_\_\_\_\_

**Firm Hires by Race and Ethnicity:**

|  | Equity partners | Non-equity partners | Associates | Counsel | Other attorneys |
|--|-----------------|---------------------|------------|---------|-----------------|
| African American /Black                          |                 |                     |            |         |                 |
| Hispanic / Latino/a                              |                 |                     |            |         |                 |
| Asian American                                   |                 |                     |            |         |                 |
| American Indian or Alaskan Native                |                 |                     |            |         |                 |
| Native Hawaiian or other Pacific Islander        |                 |                     |            |         |                 |
| White  |                 |                     |            |         |                 |
| Multiracial                                      |                 |                     |            |         |                 |
| Race or ethnicity data not disclosed by attorney |                 |                     |            |         |                 |

**Firm Hires by Gender Identity:**

|  | Equity partners | Non-equity partners | Associates | Counsel | Other attorneys |
|--|-----------------|---------------------|------------|---------|-----------------|
| Male   |                 |                     |            |         |                 |
| Female   |                 |                     |            |         |                 |
| Non-binary                                     |                 |                     |            |         |                 |
| Gender identity data not disclosed by attorney |                 |                     |            |         |                 |

**Firm Hires by Additional Characteristics:**

|  | Equity partners | Non-equity partners | Associates | Counsel | Other attorneys |
|--|-----------------|---------------------|------------|---------|-----------------|
| LGBTQ individuals                                  |                 |                     |            |         |                 |
| Person with one or more disabilities               |                 |                     |            |         |                 |
| Veterans   |                 |                     |            |         |                 |
| Additional identity data not disclosed by attorney |                 |                     |            |         |                 |

Please tell us the number of attorneys who left the firm last year from each level (both voluntary and involuntary attrition):

**Firm Attrition total by level:**

Equity partners \_\_\_\_\_

Counsel \_\_\_\_\_

Non-equity partners \_\_\_\_\_

Other attorneys \_\_\_\_\_

Associates \_\_\_\_\_

**Firm Attrition by Race and Ethnicity:**

|  | Equity partners | Non-equity partners | Associates | Counsel | Other attorneys |
|--|-----------------|---------------------|------------|---------|-----------------|
| African American /Black                          |                 |                     |            |         |                 |
| Hispanic / Latino/a                              |                 |                     |            |         |                 |
| Asian American                                   |                 |                     |            |         |                 |
| American Indian or Alaskan Native                |                 |                     |            |         |                 |
| Native Hawaiian or other Pacific Islander        |                 |                     |            |         |                 |
| White  |                 |                     |            |         |                 |
| Multiracial                                      |                 |                     |            |         |                 |
| Race or ethnicity data not disclosed by attorney |                 |                     |            |         |                 |

**Firm Attrition by Gender Identity:**

|  | Equity partners | Non-equity partners | Associates | Counsel | Other attorneys |
|--|-----------------|---------------------|------------|---------|-----------------|
| Male   |                 |                     |            |         |                 |
| Female   |                 |                     |            |         |                 |
| Non-binary                                     |                 |                     |            |         |                 |
| Gender identity data not disclosed by attorney |                 |                     |            |         |                 |

**Firm Attrition by Additional Characteristics:**

|  | Equity partners | Non-equity partners | Associates | Counsel | Other attorneys |
|--|-----------------|---------------------|------------|---------|-----------------|
| LGBTQ individuals                                  |                 |                     |            |         |                 |
| Person with one or more disabilities               |                 |                     |            |         |                 |
| Veterans   |                 |                     |            |         |                 |
| Additional identity data not disclosed by attorney |                 |                     |            |         |                 |

Please tell us the number of attorneys who worked a reduced hours schedule in the past year for each level:

**Reduced hours schedule total by level:**

Equity partners \_\_\_\_\_ Counsel \_\_\_\_\_  
 Non-equity partners \_\_\_\_\_ Other attorneys \_\_\_\_\_  
 Associates \_\_\_\_\_

**Reduced Hours Schedule by Race and Ethnicity:**

|  | Equity partners | Non-equity partners | Associates | Counsel | Other attorneys |
|--|-----------------|---------------------|------------|---------|-----------------|
| African American /Black                          |                 |                     |            |         |                 |
| Hispanic / Latino/a                              |                 |                     |            |         |                 |
| Asian American                                   |                 |                     |            |         |                 |
| American Indian or Alaskan Native                |                 |                     |            |         |                 |
| Native Hawaiian or other Pacific Islander        |                 |                     |            |         |                 |
| White  |                 |                     |            |         |                 |
| Multiracial                                      |                 |                     |            |         |                 |
| Race or ethnicity data not disclosed by attorney |                 |                     |            |         |                 |

**Reduced Hours Schedule by Gender Identity:**

|  | Equity partners | Non-equity partners | Associates | Counsel | Other attorneys |
|--|-----------------|---------------------|------------|---------|-----------------|
| Male   |                 |                     |            |         |                 |
| Female   |                 |                     |            |         |                 |
| Non-binary                                     |                 |                     |            |         |                 |
| Gender identity data not disclosed by attorney |                 |                     |            |         |                 |

**Reduced Hours Schedule by Additional Characteristics:**

|  | Equity partners | Non-equity partners | Associates | Counsel | Other attorneys |
|--|-----------------|---------------------|------------|---------|-----------------|
| LGBTQ individuals                                  |                 |                     |            |         |                 |
| Person with one or more disabilities               |                 |                     |            |         |                 |
| Veterans   |                 |                     |            |         |                 |
| Additional identity data not disclosed by attorney |                 |                     |            |         |                 |

We appreciate your diligence in entering your firm’s diversity data for so many categories. The remainder of the questionnaire is primarily multi-select and single-select questions, so while there are many of them, the data gathering and input process is much simpler.

**For which of the following groups do you have a targeted recruiting strategy to increase hires?**

Please select all that apply.

- Our firm has an overall diversity and inclusion recruitment strategy, but it does not target any group specifically
- Women
- African American/Black
- Hispanic/Latino/a
- Asian American
- American Indian or Alaskan Native
- Native Hawaiian or other Pacific Islander
- Multiracial
- LGBTQ individuals
- Veterans
- Person with one or more disabilities
- Neurodiverse individuals (Neurodiversity refers to differences in brain functioning, including ADHD, dyslexia, apraxia, and autism-spectrum disorders)
- Attorneys who previously practiced but left the legal industry for a period of time
- Other group (please specify): \_\_\_\_\_
- Our firm does not have a targeted strategy for increasing diverse hires



**Which of the following does your firm offer as incentives or benefits to attract diverse talent?**

- |  |   |
|--|---|
| <input type="checkbox"/> Firm pays for continuing education credits                    | <input type="checkbox"/> Alternative hours targets  |
| <input type="checkbox"/> A program to help pay back student loan debt                  | <input type="checkbox"/> On-ramp or fellowship programs   |
| <input type="checkbox"/> Firm pays membership fees for the American Bar Association    | <input type="checkbox"/> A program designed to recruit diverse candidates returning back to the workforce after taking a career break |
| <input type="checkbox"/> Firm pays membership fees for state or local bar associations | <input type="checkbox"/> Other (please specify): _____  |
| <input type="checkbox"/> Compensation incentives (e.g. annual cash bonuses)            | <input type="checkbox"/> We have no special incentives to attract and retain diverse talent   |
| <input type="checkbox"/> Work-life programs  |   |
| <input type="checkbox"/> Multiple career paths   |   |

**Did your firm conduct a compensation or pay audit last year (2022) to identify differences in pay among employees doing equivalent work?**

- Yes
- No

**Were the results of this audit publicly disclosed?**

- Yes
- No

**Did your firm disclose a specific, time-bound plan to close any pay gaps?**

- Yes
- No

Please provide a link to the public documentation of the results of the compensation/pay audit, whether or not it includes a time-bound plan: \_\_\_\_\_

**The next few questions are about insurance and benefits available at your firm.**

**Which of the following types of insurance/benefits are at place in your firm?** Please select all that apply.

- |  |  |
|--|--|
| <input type="checkbox"/> Medical                       | <input type="checkbox"/> Monetary assistance for adoption      |
| <input type="checkbox"/> Dental                        | <input type="checkbox"/> Back up childcare                     |
| <input type="checkbox"/> Vision                        | <input type="checkbox"/> Back up elder care                    |
| <input type="checkbox"/> Paid primary parental leave   | <input type="checkbox"/> Other benefit (please specify): _____ |
| <input type="checkbox"/> Paid secondary parental leave | <input type="checkbox"/> We do not offer any benefits          |
| <input type="checkbox"/> On site lactation rooms       |  |

How many weeks of fully paid primary parental leave are offered? \_\_\_\_\_

What percentage of employees who took paid primary parental leave in 2022 returned to work? \_\_\_\_\_

For employees who returned to work after paid primary parental leave, what was the average number of fully paid weeks taken? \_\_\_\_\_

What percentage of attorneys who took paid primary parental leave in 2022 were: Please enter whole numbers, must equal 100%

Male \_\_\_\_\_ Female \_\_\_\_\_ Non-binary \_\_\_\_\_

How many weeks of fully paid secondary parental leave are offered? \_\_\_\_\_

What percentage of employees who took paid secondary parental leave in 2022 returned to work? \_\_\_\_\_

For employees who returned to work after paid secondary parental leave, what was the average number of fully paid weeks taken? \_\_\_\_\_

What percentage of attorneys who took paid secondary parental leave in 2022 were: Please enter whole numbers, must equal 100%

Male \_\_\_\_\_ Female \_\_\_\_\_ Non-binary \_\_\_\_\_

**Which of the following does the insurance offered to employees cover?** Please select all that apply.

- Addiction services
- Alternative/complimentary care (e.g., chiropractic, acupuncture)
- Contraception
- Domestic partner coverage
- Egg freezing
- Fertility procedures
- Gender confirmation surgery
- Mental health services
- Other coverage (please specify): \_\_\_\_\_
- We do not offer any coverage other than basic medical, dental, and/or vision

**Which of the following are in place at your firm?** Please select all that apply.

- The firm has a written diversity strategy that has been communicated to all attorneys
- The firm gives billable credit for work that is directly related to diversity efforts (but is not pro bono work)
- The firm ties a component of partner compensation to diversity efforts
- The firm has a diversity committee that includes senior partners and that reports to the firm's highest governing body
- The firm has a succession plan that specifically emphasizes greater inclusion of diverse/minority attorneys
- The firm mandates and monitors that minority and women attorneys have equal access to clients, quality work assignments, committee appointments, marketing efforts, and firm events
- The firm provides opportunity for attorneys to voluntarily disclose their disability, Veterans status, sexual orientation, gender identity, and gender expression through firm data collection procedures
- The firm has a formal, written part-time policy that permits partners to be part-time

**Which of the following does your firm track, and for which do you have a strategic plan for improvement?**

|  | Currently track | Strategic improvement plan |
|--|-----------------|----------------------------|
| Diversity on the team per client matter  |                 |                            |
| Diversity amongst client relationship partners   |                 |                            |
| Amount of direct client interaction diverse attorneys receive                                |                 |                            |
| Work experiences diverse attorneys receive   |                 |                            |
| Business generation factors that impact base and/or bonus compensation for diverse attorneys |                 |                            |
| Origination credit diverse attorneys receive   |                 |                            |

**Does your firm publicly share a specific, time-bound action plan to increase the representation of underrepresented groups in leadership positions?**

- Yes
- No

**Does your firm require diversity in the slate of candidates for management or leadership roles?** Please select all groups that must be represented within a pool of candidates.

- Women
- African American/Black
- Hispanic/Latino/a
- Asian American
- American Indian or Alaskan Native
- Native Hawaiian or other Pacific Islander
- Multiracial
- LGBTQ individuals
- Veterans
- Person with one or more disabilities
- Neurodiverse individuals (Neurodiversity refers to differences in brain functioning, including ADHD, dyslexia, apraxia, and autism-spectrum disorders)
- Other group (please specify): \_\_\_\_\_

**What percentage of slated candidates must belong to a diverse group?** \_\_\_\_\_

**What programs or initiatives has your firm employed to increase diversity at all levels?** Please select all that apply

- |  |  |
|--|--|
| <input type="checkbox"/> Unconscious bias training | <input type="checkbox"/> Fellowship or on-ramp programs  |
| <input type="checkbox"/> Culture analysis          | <input type="checkbox"/> Other (please specify): _____   |
| <input type="checkbox"/> Mentorship programs       | <input type="checkbox"/> Our firm has not employed any programs or initiatives to increase diversity |

**Please use this space to describe any other notable programs or strategies your firm has for recruiting and retaining diverse talent:**

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## Section 4: Business Innovation and Strategy

Thank you for telling us about your recruitment and retention. The next section focuses on business innovation and strategy, including many workplace policies.

**Does your firm offer an option to control and/or vary the start or end times of the workday or workweek (e.g. flextime)?**

- Yes, flextime is available to all employees  No flextime is offered
- Yes, flextime is available but only to some employees  
(please specify which groups of employees): \_\_\_\_\_

**Does your firm offer alternative billing targets? By this we mean the amount of hours attorneys are required to bill each year.**

- Yes  
 No

**Please describe the alternative billing targets your firm offers:** \_\_\_\_\_

**Does your firm offer an option to control and/or vary the location where employees work (e.g. telecommuting, work from home)?**

- Yes  
 No

**Did your firm conduct an employee engagement survey last year (2022)?**

- Yes  
 No

**Were the results of the employee engagement survey analyzed by diverse group membership?**

- Yes  
 No

**Which groups were included in the analysis?** Please select all that apply.

- |  |   |
|--|---|
| <input type="checkbox"/> Women                                     | <input type="checkbox"/> Veterans   |
| <input type="checkbox"/> African American/Black                    | <input type="checkbox"/> Person with one or more disabilities   |
| <input type="checkbox"/> Hispanic/Latino/a                         | <input type="checkbox"/> Neurodiverse individuals (Neurodiversity refers to differences in brain functioning, including ADHD, dyslexia, apraxia, and autism-spectrum disorders) |
| <input type="checkbox"/> Asian American                            | <input type="checkbox"/> Other group (please specify): _____  |
| <input type="checkbox"/> American Indian or Alaskan Native         |   |
| <input type="checkbox"/> Native Hawaiian or other Pacific Islander |   |
| <input type="checkbox"/> Multi-cultural                            |   |
| <input type="checkbox"/> LGBTQ individuals                         |   |

**How were the results of the employee engagement survey communicated to employees?** Please select all that apply.

- High level results were distributed to all employees (e.g., via email, firm intranet)
- Results were given to management only
- Results were not shared, but a plan based on results was shared
- Nothing was shared
- Other (please specify): \_\_\_\_\_

**Do Practice Group Leaders have clear diversity and inclusion goals included as part of their annual performance reviews?**

- Yes
- No

**For which of the following groups does your firm offer an employee resource or affinity group or community that meets at least quarterly?** Please select all that apply.

- Women
- African American/Black
- Hispanic/Latino/a
- Asian American
- American Indian or Alaskan Native
- Native Hawaiian or other Pacific Islander
- Multi-cultural
- LGBTQ individuals
- Veterans
- Person with one or more disabilities
- Neurodiverse individuals (Neurodiversity refers to differences in brain functioning, including ADHD, dyslexia, apraxia, and autism-spectrum disorders)
- Other group (please specify): \_\_\_\_\_
- Our firm does not offer any employee resource or affinity groups

**Which of the following employee resource groups has its own dedicated budget?** Please select all that apply.

- Women
- African American/Black
- Hispanic/Latino/a
- Asian American
- American Indian or Alaskan Native
- Native Hawaiian or other Pacific Islander
- Multi-cultural
- LGBTQ individuals
- Veterans
- Person with one or more disabilities
- Neurodiverse individuals (Neurodiversity refers to differences in brain functioning, including ADHD, dyslexia, apraxia, and autism-spectrum disorders)
- No employee resource group has a dedicated budget

**Do group leaders receive billable hour credit for their roles in the following groups?**

Please select each group where leaders receive credit.

- Women
- African American/Black
- Hispanic/Latino/a
- Asian American
- American Indian or Alaskan Native
- Native Hawaiian or other Pacific Islander
- Multi-cultural
- LGBTQ individuals
- Veterans
- Person with one or more disabilities
- Neurodiverse individuals (Neurodiversity refers to differences in brain functioning, including ADHD, dyslexia, apraxia, and autism-spectrum disorders)
- Leaders do not receive billable hour credit

**How is billable hour credit calculated, relative to hours credit given for pro bono or bar work?**

Hours credited for leadership work for employee resource groups is:

- Less than pro bono or bar work
- About the same as pro bono or bar work
- More than pro bono or bar work

The next several questions are about training and handling of bias and harassment.

**Which employees are mandated to complete unconscious bias training?** This training is used to raise self-awareness of implicit bias and provide tools or strategies to reduce discriminatory behaviors.

- |  |   |
|--|---|
| <input type="checkbox"/> All employees   | <input type="checkbox"/> Other (please specify):<br>_____                             |
| <input type="checkbox"/> Only senior managers  |   |
| <input type="checkbox"/> Only more junior employees                                    | <input type="checkbox"/> Our firm does not mandate or offer unconscious bias training |
| <input type="checkbox"/> Unconscious bias training is offered to all, but not mandated |   |

**Which employees are mandated to complete sexual harassment training?**

- |   |  |
|---|--|
| <input type="checkbox"/> All employees  | <input type="checkbox"/> Other (please specify):<br>_____                              |
| <input type="checkbox"/> Only senior managers   |  |
| <input type="checkbox"/> Only more junior employees                                     | <input type="checkbox"/> Our firm does not mandate or offer sexual harassment training |
| <input type="checkbox"/> Sexual harassment training is offered to all, but not mandated |  |

**Does your firm have a publicly available policy that condemns sexual harassment in the workplace?**

- Yes
- No

**Please provide a link to the policy condemning sexual harassment in the workplace:** \_\_\_\_\_

**For all sexual harassment claims, does your firm utilize an impartial third-party investigator, or have an internal independent investigation function, that reports directly to the board or managing partner(s)?**

- Yes
- No

**Does your firm prohibit nondisclosure agreements (e.g. confidentiality provisions or silencing agreements) pertaining to claims of sexual harassment in settlement agreements, unless requested by the victim?**

- Yes
- No

**Does your firm require employees to take sexual harassment claims to private arbitration?**

- Yes
- No

## Section 5: Marketing

Thank you for all the data you have provided so far. This section focuses on your firm's advertising, marketing, and outreach practices.

**Which of the following are part of your firm's overall marketing plan?** Please select all that apply.

- |   |   |
|---|---|
| <input type="checkbox"/> Advertising  | <input type="checkbox"/> Attendance at industry events    |
| <input type="checkbox"/> Producing thought leadership content (blogs, webinars, whitepapers, etc) | <input type="checkbox"/> Other (please specify):<br>_____ |
| <input type="checkbox"/> Speaking engagements   | <input type="checkbox"/> Our firm does no marketing       |

**Does your firm evaluate all advertising and marketing material for bias before publication?**

- Yes
- No

Please use this space to describe anything else related to your firm's marketing or advertising as it pertains to diversity and inclusion:

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## Section 6: Diversity & Inclusion in the Community

Thank you for all the data you have provided so far. The final section focuses on your firm's public support for diversity & inclusion, and support of diverse communities.

**Does your firm have a public statement regarding commitment to diversity and inclusion?**

- Yes
- No

**Please provide a link to the public statement regarding commitment to diversity and inclusion** \_\_\_\_\_

**Does anyone at the firm sit on the board of a diversity or specific diverse group-focused organization?**

- Yes
- No

**Please specify the diversity or diverse group-focused organization:** \_\_\_\_\_

**Which of the following types of educational events does your firm conduct or sponsor for diverse groups?**

Please consider those conducted or sponsored in 2022, and select all that apply.

- |  |   |
|--|---|
| <input type="checkbox"/> Financial                                     | <input type="checkbox"/> Higher education   |
| <input type="checkbox"/> Health  | <input type="checkbox"/> Other (please specify): _____  |
| <input type="checkbox"/> Insurance                                     |   |
| <input type="checkbox"/> STEM (Science, Technology, Engineering, Math) | <input type="checkbox"/> Our firm does not conduct or sponsor any educational events for diverse groups |
| <input type="checkbox"/> Arts and culture                              |   |

**Has your firm given monetary support last year (2022) to any non-profit organization with a primary mission focused on a diverse group or diversity and inclusion generally?**

- Yes
- No

**Which of the following groups are the primary mission of organizations to whom your firm gave monetary support last year (2022)?** Please select all that apply.

- |  |  |
|--|--|
| <input type="checkbox"/> Diversity and inclusion generally | <input type="checkbox"/> Native Hawaiian or other Pacific Islander |
| <input type="checkbox"/> Women                             | <input type="checkbox"/> Multiracial                               |
| <input type="checkbox"/> African American/Black            | <input type="checkbox"/> LGBTQ individuals                         |
| <input type="checkbox"/> Hispanic/Latino/a                 | <input type="checkbox"/> Veterans                                  |
| <input type="checkbox"/> Asian American                    | <input type="checkbox"/> Person with one or more disabilities      |
| <input type="checkbox"/> American Indian or Alaskan Native | <input type="checkbox"/> Other group (please specify): _____       |

**Does your firm have a supplier diversity program in place?**

- Yes
- No

**Which of the following groups are included in your firm's supplier diversity program?** Please select all that apply.

- |  |   |
|--|---|
| <input type="checkbox"/> Women                                     | <input type="checkbox"/> LGBTQ individuals  |
| <input type="checkbox"/> African American/Black                    | <input type="checkbox"/> Veterans   |
| <input type="checkbox"/> Hispanic/Latino/a                         | <input type="checkbox"/> Person with one or more disabilities   |
| <input type="checkbox"/> Asian American                            | <input type="checkbox"/> Neurodiverse individuals (Neurodiversity refers to differences in brain functioning, including ADHD, dyslexia, apraxia, and autism-spectrum disorders) |
| <input type="checkbox"/> American Indian or Alaskan Native         | <input type="checkbox"/> Other group (please specify):  |
| <input type="checkbox"/> Native Hawaiian or other Pacific Islander | _____   |
| <input type="checkbox"/> Multi-cultural                            |   |

**Is your firm Mansfield Certified?**

- |                                 |  |
|---------------------------------|--|
| <input type="radio"/> Yes - 1.0 | <input type="radio"/> Yes - 4.0          |
| <input type="radio"/> Yes - 2.0 | <input type="radio"/> Working toward 5.0 |
| <input type="radio"/> Yes - 3.0 | <input type="radio"/> No                 |

**Does your firm have an Inclusion Blueprint score?**

- Yes (please input score): \_\_\_\_\_
- No

**Does your firm have any other certifications related to diversity and inclusion?**

- Yes
- No

**Please list the other diversity and inclusion certifications:** \_\_\_\_\_

**Please use this space to describe anything else related to your firm's public support of diversity and inclusion:**

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Thank you for submitting your firm's data for Bloomberg Law's Diversity, Equity & Inclusion Framework. Your data will be scored and considered for inclusion in the framework listing. Scoring and results will be available in Q3 2023.

A member of our research team will contact you if we have any questions about your submission. Additionally, you can contact us with any questions you may have.

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