

INCREASING EQUITY AT THE WORKPLACE

• EQUATION • • • EMOOLKI



STEP 2:
BENCHMARK



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2.0 Introduction

Step 2 of the Separation System Toolkit is a benchmarking tool that allows you to compare your organization's current state to the best practices of other organizations. This step is critical for identifying areas of improvement and setting realistic goals for your organization's future success.

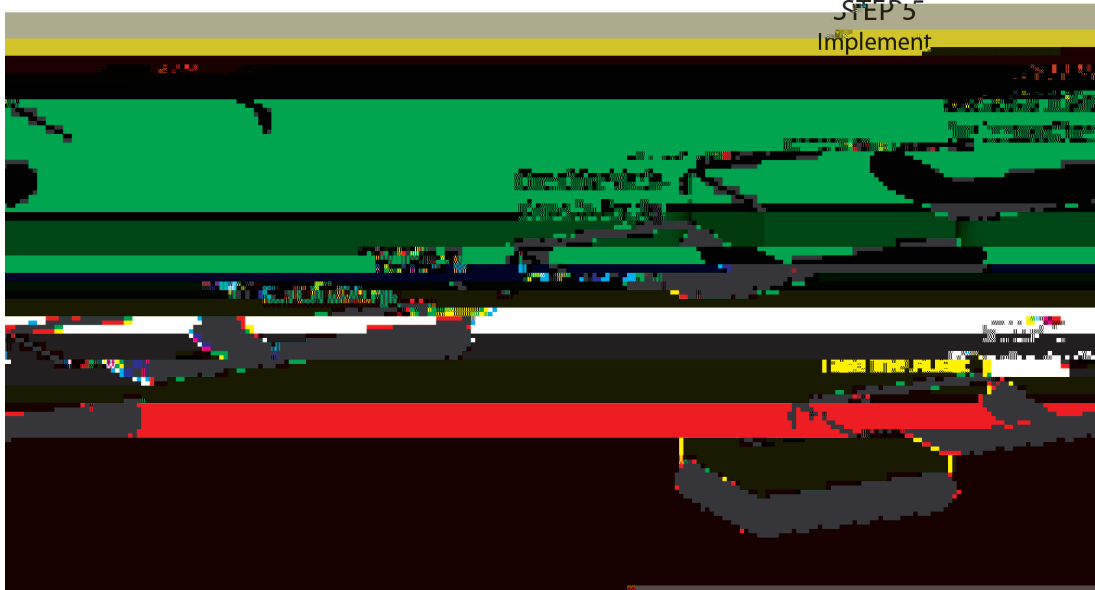


Figure 6: Step 2 of the Separation System Toolkit

2.1 Roles and Responsibilities

The primary role of the Separation System Toolkit is to provide a comprehensive overview of the current state of your organization's separation system. This includes identifying key areas of focus and providing actionable insights to improve your organization's performance. The toolkit is designed to be user-friendly and easy to navigate, allowing you to quickly identify areas of improvement and take action.

The Separation System Toolkit is a powerful tool that can help you improve your organization's performance and achieve your goals. By using this toolkit, you can gain valuable insights into your current state and identify areas of improvement. This information can be used to develop a strategic plan and implement changes that will lead to long-term success.

2.2 Step 2 Tasks

Complete the following tasks:

¹Work Equity Audit Toolkit is a benchmarking tool that allows you to compare your organization's current state to the best practices of other organizations. This step is critical for identifying areas of improvement and setting realistic goals for your organization's future success.

Task 1: Compare Your Organization's Average Scores on the Equity Audit to the National Study of Workplace Equity

Separation System Toolkit Worksheet #4 Your Organization's Average Audit Scores

1. To what extent does your organization have written policies which ensure that decisions such as furloughs, lay-offs, and terminations are fair, without regard to employees' demographic or social identities? #3

2. To what extent has your organization adopted practices that enable employees who have been terminated to request an inquiry about the decision? #4

3. To what extent has your organization adopted practices, such as exit interviews, that give employees opportunities to discuss possible concerns about connections between their separation and inequities? #5

4. To what extent does your organization routinely conduct audits to gain insight about the equity of separations?

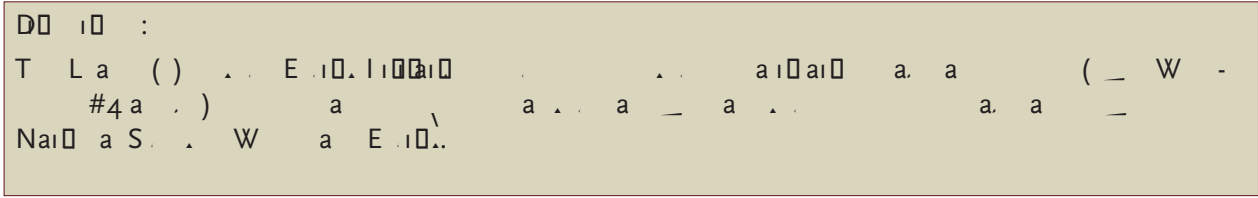
5. To what extent does your organization hold one or more employees (e.g., supervisors; Director of DEI, etc.) accountable for monitoring possible fairness of separations?

6. To what extent do the actions of your organizational leaders indicate that they believe that there is a connection between the organization's DEI initiatives and the fairness of systems established for separation?

7. To what extent does your organization provide employees with equitable access to information pertaining to their separation?

	Your Organization's Average Scores From Worksheet #3 (scores ranging from 1.0 to 4.0)
1. To what extent does your organization have written policies which ensure that decisions such as furloughs, lay-offs, and terminations are fair, without regard to employees' demographic or social identities?	
2. To what extent has your organization adopted practices that enable employees who have been terminated to request an inquiry about the decision?	
3. To what extent has your organization adopted practices, such as exit interviews, that give employees opportunities to discuss possible concerns about connections between their separation and inequities?	
4. To what extent does your organization routinely conduct audits to gain insight about the equity of separations?	
5. To what extent does your organization hold one or more employees (e.g., supervisors; Director of DEI, etc.) accountable for monitoring possible fairness of separations?	
6. To what extent do the actions of your organizational leaders indicate that they believe that there is a connection between the organization's DEI initiatives and the fairness of systems established for separation?	
7. To what extent does your organization provide employees with equitable access to information pertaining to their separation?	

Task 2: Benchmark



Separation System Toolkit Worksheet #5
 Compare Your Organization's Average Scores to the National Averages

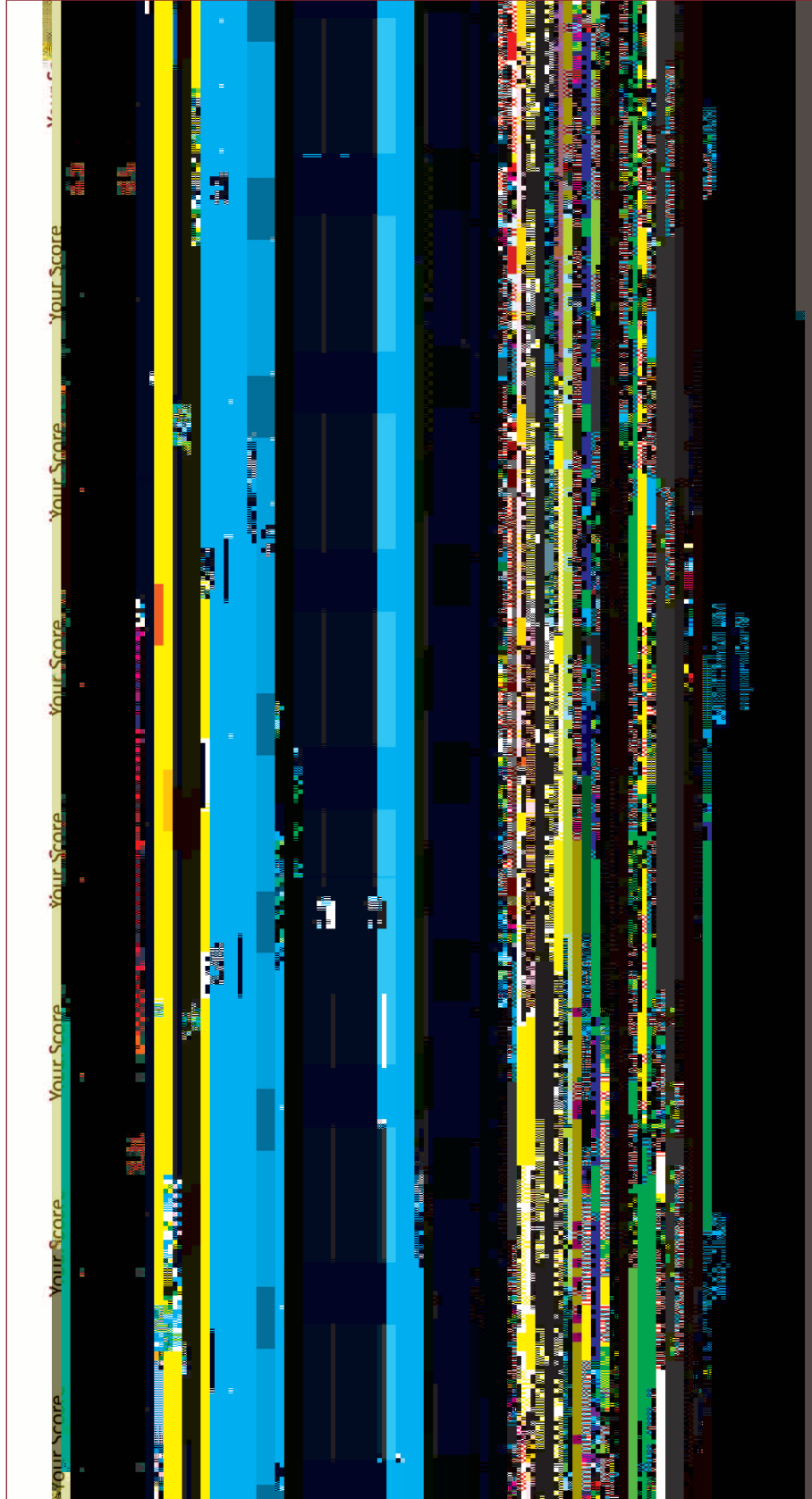
Go to Page 6 for Worksheet #5

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Separation System Toolkit Worksheet #5

Compare Your Organization's Average Scores to the National Averages



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Go to Step 3 of the Separation System Toolkit: Consider Variations in Equity



Figure 7: Step 3 of the Separation System Toolkit