





Diversity Makes Our World a Better Place

Having experienced the rigorous requirements of obtaining Certifications and yearly Re-certifications ourselves, has provided us with a unique perspective as well as deep respect for other business that have gone through the process. Knowing that a business has become certified, gives us a confidence in the level of service those businesses will provide to us and therefore to our end user clients. Purchases from small and diverse businesses support these suppliers and creates a ripple effect of purchases through their supply chain.

OUR DIVERSITY TEAM

Julianne Smith

Roberta Raymond RECORDS MANAGER

> Ken Duphily PROCUREMENT

William Martel PROCUREMENT

Jennifer Utley RESEARCH

Developing a minority supplier network contributes to the overall economic growth of our business.

OUR DIVERSITY TEAM IS RESPONSIBLE FOR:

- Increasing diversity spends
- Participate in workshops, trade shows, and educational opportunities
- Communicating the mantra across the company and extending to the community.
- Providing written documentation and instructions to all purchasers
- Outreach to clients, vendors, and staff of our practices
- Building a network of suppliers



EDUCATION & TRAINING

The Our Diversity Team is in the process of implementing a training program to ensure all personnel who collaborate with vendors are aware of the company's commitment to certified diverse suppliers and small businesses and serve as a resource for guiding procurement practices, education and communication.

RECORD KEEPING & REPORTING

Record keeping related to the Supplier Diversity and Small Business Program, including copies of contracts, awards and purchase order are kept in the Procurement Department and available on request.

REVIEW & ASSESSMENT

The Director of Procurement will review all competitive procurement policies, procedures, contract language and forms to ensure that they follow Supplier Diversity Strategic Initiative guidelines.

The Supplier Diversity and Small Business Strategic Plan will be reviewed and updated annually to reflect adjustments to ongoing efforts to promote diversity and small business inclusion.

CERTIFICATION REQUIREMENTS

Our program requires proof of certification from the following organizations and their regional affiliates:

- Greater New England Minority Supplier Diversity Council (GNEMSDC)
- National Minority Supplier Diversity Council, Inc. (NMSDC)
- Center for Women & Enterprise (CWE)
- Women's Business Enterprise National Council (WBENC)
- Supplier Diversity Office (SDO)
- Center of Verification & Evaluation (CVE)
- National Veteran Business Development Council (NVBDC)
- National Gay & Lesbian Chamber of Commerce (NGLCC)
- Small Business Administration (SBA)

A federal agency whose primary role is the administrative regulating body and advocate of small business. In recent years, Congress has re-emphasized the advocacy function of SBA to bring about visible, substantive changes in public policy toward small businesses and to champion more effectively their cause. SBA's goal is to help small businesses survive in an economic marketplace dominated by large corporations. https://www.sba.gov

STRATEGIC GOALS FOR 2022

- 1. We are requesting prime suppliers to report their diverse spend
- 2. Partnering and sponsoring a local event with certifying organizations at our facility
- 3. Develop our own supplier base
- 4. Host a local meet & greet at our facility
- 5. Encourage diverse businesses that we currently work with to get certified
- 6. Work with Diversity Team and Purchasing to ensure everyone has the same level of understanding.



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