

# DELOITTE

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# TOP 200

## 2017 DIVERSITY AND INCLUSION LEADERSHIP AWARD APPLICATION GUIDELINES

Applications for the award should be completed online – [apply here](#)

We are delighted you are applying for the Diversity and Inclusion Leadership Award as part of the Deloitte Top 200 in 2017. This award provides an opportunity to showcase your organisation's diversity narrative, including the forward thinking that has enabled greater diversity across your business and sets you apart. It is also part of an important effort to accelerate a New Zealand growth economy that is fully enabled by diverse and inclusive leadership, as we create organisations, leadership teams and governance groups that reflect the diverse and inclusive organisations and society we work and live in.

Please refer to the **award criteria** for further information about the various components we are looking for as part of this award, and the evidence required to support them. You are required to complete all sections of the **online application form** and should make a note if further support information is available (however it is not required at this stage).

Following a comprehensive judging process, finalists for the Diversity and Inclusion Leadership Award will be contacted in October, with the winner announced at the Deloitte Top 200 Awards held on Thursday 23 November 2017 at Spark Arena in Auckland. All entries will receive feedback from the review panel in the weeks following the Award announcement.

### Important information about your award application:

- All questions in the online application form are **mandatory**
- **The content of all applications will be kept strictly confidential**
- Each text box has between a 1,000 – 1,500 character limit to keep answers succinct
- **Applications close at 5pm on Wednesday 27 September 2017**
- If you have any queries regarding the 2017 Deloitte Top 200 or the Diversity and Inclusion Leadership Award, please email us at [nztop200@deloitte.co.nz](mailto:nztop200@deloitte.co.nz)

## OVERVIEW AND DEFINITIONS

### OVERVIEW

The Diversity and Inclusion Leadership Award acknowledges a Deloitte Top 200 organisation or Top 30 Financial organisation that has developed and implemented a successful diversity and inclusion initiative that can be demonstrated by the impact on the business. The award also recognises that an organisation that has policies or strategies in place to create a more diverse and inclusive workplace.

This award honours an organisation that has identified and addressed specific diversity and inclusion challenges or opportunities with an innovative solution. The success of this initiative will be evident in the business outcomes, which may provide scope for further application across the wider business landscape.

### DEFINITIONS

We understand **“diversity”** to refer to a broad range of differences among people, including gender, ethnicity, age, religion, language, education, geography, nationality, disability, sexual orientation, work style, work experience, job role and function, thinking style, and personality type. Diversity can exist within both your current and potential employees, as well as within your customers, partners, suppliers and other stakeholders.

**“Inclusion”** refers to how your organisation recognises and leverages diversity, including the way you value, listen to and work with diverse employees, customers and your broader stakeholder community, both in New Zealand and, where relevant, internationally.

## APPLICATION FORM

### Part 1: KEY INFORMATION

Contact name	<input type="text"/>
Position	<input type="text"/>
Name of organisation	<input type="text"/>
Contact email	<input type="text"/>
Contact phone number	<input type="text"/>
Organisation type [pick one]	<input type="radio"/> Cooperative <input type="radio"/> Financial institution <input type="radio"/> Local government trading enterprise <input type="radio"/> New Zealand subsidiary of multinational company <input type="radio"/> Private company <input type="radio"/> Producer board

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- Public company
  - State-owned enterprise (SOEs)
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How many employees does your organisation have in NZ?

Industry type [pick one]

- Accommodation & food services
  - Administrative & support services
  - Agriculture, forestry, & fishing
  - Arts & recreation services
  - Construction
  - Education & training
  - Electricity, gas, water, & waste services
  - Financial & insurance services
  - Health care & social assistance
  - Information media & telecommunications
  - Manufacturing
  - Mining
  - Professional, scientific, & technical services
  - Public administration & safety
  - Rental, hiring, & real estate services
  - Retail trade
  - Transport, postal, & warehousing
  - Wholesale trade
  - Other services
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## Part 2: DIVERSITY & INCLUSION INITIATIVE

This section is the key part of your Diversity Leadership Award application. Please tell us about the initiative you developed to address specific diversity and inclusion challenges and how, as a result, you created a more diverse and inclusive workplace within your organisation.

Tell us about the particular issue or opportunity that you wanted to address:	<input type="text"/>
Describe the initiative:	<input type="text"/>
Demonstrate with examples or evidence the impact on the business:	<input type="text"/>
What scope is there to further develop, scale or transfer the initiative to another division/company/industry?	<input type="text"/>
Tell us what you have learnt from the initiative and how that knowledge might be applied in the future	<input type="text"/>

## Part 3: DIVERSITY & INCLUSION STRATEGIES AND POLICIES

Does your organisation have a diversity policy?  Yes  
 No

What are your key diversity and inclusion focus areas?

Does your organisation use diversity and inclusion metrics?  Yes  
 No

If yes, please provide more detail as to what these metrics are:

Do you have any diversity and inclusion targets in place?  Yes  
 No

If yes, please provide more detail as to what these metrics are:

#### Part 4: GENDER AND ETHNICITY METRICS WITHIN YOUR ORGANISATION

In this section, please complete the metrics that you currently have available. Please base your percentages on New Zealand employees.

##### Gender representation

What is the proportion (as %) of women employees in your organisation?	<input type="text"/>
What is the proportion (as %) of women in senior executive* positions?	<input type="text"/>
What is the proportion (as %) of women on your board?	<input type="text"/>

*\*Note: senior executive refers to the highest level of organisational management who have day-to-day responsibilities for managing the company's units, i.e. COO, CIO etc.*

##### Ethnic representation

What is the proportion (as %) of Māori employees in your organisation?	<input type="text"/>
What is the proportion (as %) of Māori employees in senior executive* positions?	<input type="text"/>
What is the proportion (as %) of Māori peoples on your board?	<input type="text"/>
What is the proportion (as %) of Pacific employees in your organisation?	<input type="text"/>
What is the proportion (as %) of Pacific employees in senior executive* positions?	<input type="text"/>
What is the proportion (as %) of Pacific peoples on your board?	<input type="text"/>
What is the proportion (as %) of Asian employees in your organisation?	<input type="text"/>
What is the proportion (as %) of Asian employees in senior executive* positions?	<input type="text"/>
What is the proportion (as %) of Asian peoples on your board?	<input type="text"/>

*\*Note: senior executive refers to the highest level of organisational management who have day-to-day responsibilities for managing the company's units, i.e. COO, CIO etc.*

## Part 5: AUTHORISATION & UNDERTAKINGS

Please indicate your acceptance of the statements below for the purpose of authorisation.

I am making this application on behalf of my organisation and have the authority to do so.

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All of the information contained in this application is correct and supporting evidence can be provided on request.

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I understand that if my organisation is selected as a finalist for the Diversity Leader Award, further information may be requested from me and the judges may ask to interview a small number of key people within the organisation. We will do our best to provide this information and access during the time frame available.

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Your name

Your email