

How to Build an Inclusive Workplace

BOTH **FORMAL** AND **INFORMAL**
INSTITUTIONS MUST WORK TOGETHER
TO BUILD AN INCLUSIVE WORKPLACE.

FORMAL

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FORMAL
INSTITUTIONS

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MANAGEMENT
PRACTICES

GOVERNANCE
& POLICIES

- Non-discrimination policy
- Anti-harassment policy
- Trainings
- Diversity targets in Board, top talent, recruitment

- Lactation room, Childcare support
- Mentoring program
- Returnship program
- Flexible working arrangements

INFORMAL

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CORPORATE
CULTURE

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VALUES

NORMS

- Job advertisements and descriptions
- Gender neutral language
- Celebrating diversity

HR PLAYS AN IMPORTANT ROLE IN:



BEING
a role model for
the organization's beliefs
and reinforcing the values



ENSURING
that policies and practices
are defined, understood
and practiced



ENABLING
two-way communication
and feedback,
especially during a crisis



PROVIDING
continuous learning
and development

