



Herrmann's Digital Brain Box

***Whole Brain<sup>®</sup> Diversity & Inclusion Checklist***

# Whole Brain® Diversity & Inclusion Checklist Instructions

*Harness the best minds you already have!*

The **Whole Brain Diversity & Inclusion Checklist** is a reflective exercise for use within your teams and organization as well as with customers and other external stakeholders. Use the checklist to ensure that you're getting the most out of the people you have and ensuring that everyone has an equal chance to be heard and to participate.

Start in the A/blue quadrant and read through each of the questions. Check off the ones you're doing effectively. Now circle any you may be missing. Consider how you can improve your approach in the areas you circled.

Tips on When and How to Use This Checklist

- Use by yourself to challenge your own preferences and behavior and create a plan for improvement.
- Use with your team to reflect on your preferences and behavior and create an action plan.
- Use with a leadership team and/or talent team to reflect on your current state and create an action plan.

# Whole Brain® Diversity & Inclusion Checklist

- A**
- Have we defined what diversity means to us?
  - Have we defined what inclusion means to us?
  - Are we measuring the impact of diversity and inclusion on our bottom line?
  - Are we measuring our progress toward improvement?
  - Do we provide data with analysis of our measures to everyone?

- D**
- Do we provide equal access to all opportunities?
  - Do we train on diversity and inclusion on an ongoing basis?
  - Do we actively seek out different perspectives?
  - Do we challenge existing paradigms?
  - Do we encourage challenging of assumptions and sharing new ideas and ways of thinking?

- B**
- Do we take action after listening?
  - Does everyone feel safe contributing and sharing?
  - Do we acknowledge holidays from different cultures?
  - Do we make modifications and accommodations that fit different abilities?
  - Do we provide different methods of instruction?

- C**
- Do we make it easy for people to participate in different work groups?
  - Do we communicate the importance of managing bias?
  - Do we empower everyone to act as leaders?
  - Are we asking who we may be leaving out?
  - Do we recruit, develop, and advance people from all groups?



[www.ThinkHerrmann.com](http://www.ThinkHerrmann.com)

---