

Equality and Diversity Plan

Last updated: December 2021

New review: December 2022

Publication date: January 2022

Purpose

Chaperone’s team acknowledges that quality and success comes from creating a workplace that is fair, inclusive and diverse. Yet, we also acknowledge that, as individuals with a particular culture and experience, we are prone to a variety of cognitive biases (including unconscious bias, confirmation bias, stereotyping and many others). Through this equality and diversity plan, which is annually reviewed at the Chaperone Annual Team Meeting by all members, our team is committed to mitigate the impact of those biases and to actively contribute to building a healthy and respectful work culture.

State-of-play

The following **assumptions** were made when assessing the state-of-play:

- We are a young company, legally created in December 2019, launched in March 2020;
- We have “global reach” and “social enterprise” mindsets;
- We were founded by two Portuguese citizens based in Portugal.

With this in mind, **we’ve monitored and analyzed the following:**

Variables	Categories
1. Gender Female vs Male vs Other 2. Nationalities Number of members Number of nationalities Portuguese vs non-Portuguese	A. Team - Members (collaborators and leaders) - Leadership - Advisory Board
1. Gender “She/Her” vs “He/Him” vs Other 2. Nationalities Number of consultants Number of nationalities Portuguese vs non-Portuguese	B. Consultants (career services providers available in our platform www.chaperone.online)
1. Gender “She/her” vs “He/Him”	C. Marketing (visuals on website, social media posts and promotional PDFs)



The Table below captures Chaperone’s state-of-play for the defined variables and categories, as of December 2021.

A x 1. Team & Gender	
% of “male” members	25 %
% of “female” members	75 %
% of “other” members	0 %
% of “male” in leadership	50 %
% of “female” in leadership	50 %
% of “other” in leadership	0 %
% of “male” in advisory board	100 %
% of “female” in advisory board	0 %
% of “other” in advisory board	0%
A x 2. Team & Nationalities	
# members	4
# nationalities represented in members	2
% non-Portuguese members	25%
B x 1. Consultants & Gender	
% of “he/him” members	46 %
% of “she/her” members	54 %
% of “other” members	0 %
B x 2. Consultants & Nationalities	
# consultants	37
# nationalities represented in consultants	9
% non-Portuguese consultants	49 %
C x 1. Marketing	
% “he/him” appearances	33 %
% “she/her” appearances	67 %

In addition to the metrics mentioned above, regarding **work-life balance promoting practices**, the team highlighted the features below, currently embedded in our work culture:

1. Remote work
2. Flexible working schedules
3. Agile and lean methodologies plus flat organizational structure

4. Annual performance review
5. Open-door culture
6. Collaborative goal setting (quarterly)
7. Home office support
8. Training opportunities
9. Family friendly/conscious culture

Future (“The Plan”)

Objective	Measure	Indicator	Current Metric	Target	Timeline	Driver
A x 1 Team & Gender						
Increase the % of “male” and/or “other” gender identities in the team	Invest in the recruitment process	% of members as “male” and/or “other” gender identities	25 %	50 % (± 15 %)	2026	All
Increase the % of “female” and/or “other” gender identities in the advisory board	Invite advisors strategically (consider both expertise and gender identity)	% of advisors as “female” and/or “other” gender identities	0 %	50 % (± 15 %)	2026	All
A x 2 Team & Nationalities						
Increase the % of non-Portuguese team members	Invest in the recruitment process	% of non-Portuguese team members	25 %	40 % (± 10 %)	2026	All
B x 2 Consultants & Nationalities						
Increase the % of non-Portuguese consultants in the platform	Invest in the recruitment process; Build a programme of referrals	% of non-Portuguese consultants	49 %	70 % (± 10 %)	2026	All
C x 1 Marketing & Gender						
Balance the % of “she/her” vs “he/him” visuals	Monitor visuals choice on the go and consciously select visuals	% of “she/her” represented	67 %	50 % (± 15 %)	2022	All
Other						
Maintain or increase number of practices promoting work-life balance	Stay conscious and sensitive about this.	Number of practices in place	9	≥ 9	2022	Leaders
Improve the monitoring and analysis process	Re-evaluate every year; Annual survey for more and better data.	NA	NA	NA	2026	All