



Adopted April 2022

Allen Institute Diversity, Equity, Inclusion, and Belonging (“DEI&B”) Guidelines for Vendors and Suppliers

Background: Advancing Diversity, Equity, Inclusion, and Belonging (“DEI&B”) from an initiative to a place where DEI&B is woven into the fabric of our organization is what we, at Allen Institute, are committed to. As Vendors or Suppliers (“Service Providers”) of Allen Institute, we consider your company a collaborator in creating an inclusive environment at the Allen Institute that encourages, nurtures, and celebrates the diverse voices of our employees, other service providers, partners, and communities to create a culture of belonging.

Guideline Statement: In addition to any contractual language provided in the agreements, we expect that our Service Providers will join in the commitment to our DEI&B Vision of Success Statement:

The Allen Institute is committed to an inclusive culture which encourages, nurtures, and celebrates the diverse voices of our employees, collaborators, partners, and communities. While elevating and acknowledging diversity, we will create a work environment where everyone is respected, valued, and feels safe to express themselves. We will be transparent and accountable for our actions.

Racism and discrimination are pervasive in scientific research and research organizations. We are committed to providing opportunities within the Allen Institute for underrepresented minorities at all levels of our organization.

Different ideas, perspectives, and backgrounds create a stronger, inclusive, and innovative work environment that delivers big science and impacts the world.

The success of these guidelines will include:

- Honoring the Allen Institute [Code of Conduct](#).
- Promoting DEI&B with your company’s workforce, up to and including senior levels of management and the Board of Directors.
- Staffing projects and work for the Allen Institute with underrepresented individuals.
- Providing fair and open access to all procurement opportunities at the Allen Institute.

DISCRIMINATION AND HARASSMENT PROHIBITED

Service Providers working with the Allen Institute must comply with the Institute's [Anti-Harassment and Non-Discrimination Policy](#). Anyone who observes inappropriate conduct must report the conduct to their immediate supervisor and/or their Institute contact.

References:

[Anti-Harassment and Non-Discrimination Policy](#).

Adopted 041922