**1. Introduction**

*Begin with a brief statement on the importance of supplier diversity in fostering a more inclusive and equitable business environment.*

**2. Policy statement**

*Clearly state the company's commitment to supplier diversity, emphasising:*

* *Why it is strategically important*
* *How it aligns with corporate values*
* *How it contributes to the overall success of the business.*

**3. Objectives**

*Outline the specific objectives of the supplier diversity policy. This could include:*

* *Increasing the participation of diverse suppliers*
* *Promoting economic development in underrepresented communities*
* *Fostering innovation through diverse perspectives.*

**4. Definitions**

*Define key terms related to supplier diversity, such as:*

* *Diverse suppliers*
* *Underrepresented groups*
* *Any specific criteria relevant to your company's context.*

**5. Scope**

*Specify the scope of the policy, explaining:*

* *Which areas of the business it covers*
* *Which procurement activities it includes.*

**6. Leadership commitment**

*Emphasise leadership's commitment to supplier diversity, and the active role that executives and senior management will play in driving and supporting these initiatives.*

**7. Compliance**

*Highlight the company's commitment to complying with all relevant laws and regulations related to supplier diversity.*

**8. Procurement processes**

*Detail how supplier diversity will be integrated into the company's procurement processes, including sourcing, evaluation, and selection of suppliers.*

**9. Supplier outreach**

*Describe strategies for identifying, engaging, and developing relationships with diverse suppliers. This may involve:*

* *Outreach programs*
* *Networking events*
* *Partnerships with diversity organisations.*

**10. Measurement and reporting**

*Establish key performance indicators (KPIs) to measure the success of the supplier diversity program. Include a commitment to regularly report on progress to stakeholders.*

**11. Training and awareness**

*Outline plans for training employees involved in the procurement process to ensure that they understand the company's commitment to supplier diversity.*

**12. Accountability**

*Define roles and responsibilities for implementing and overseeing the supplier diversity program, ensuring accountability throughout the organisation.*

**13. Continuous improvement**

*Highlight the company's commitment to regularly review and update the supplier diversity policy, ensuring it remains aligned with business goals and industry best practices.*

**14. Communication**

*Detail how the company will communicate its supplier diversity commitment internally and externally, including to:*

* *Suppliers*
* *Employees*
* *Customers*
* *Other stakeholders.*

**15. Conclusion**

*Reiterate the company's dedication to fostering supplier diversity as an integral part of its business strategy.*