



# DIVERSITY PLAN

Bud's Goods & Provisions believes in creating and sustaining a robust policy of inclusion and diversity. Bud's recognizes that diversity in the workforce is a key factor of our company's commitment to its community, and we are therefore dedicated to creating an equitable culture with equal employment opportunity for all. Bud's will strive to parallel the growth of our company with the recruitment and promotion of minorities, women, veterans, people with disabilities, and people who identify as LGBTQ+ through the development and measurable success of our diversity plan.

## GOALS

Bud's has established the following goals for our Diversity Plan:

### EXTERNAL

Focus recruiting efforts in areas where the applicant pool demographics show a minimum of 25% minority applicants, and a minimum of 40% women applicants.

### INTERNAL

Hire, retain, and promote minorities and women to a level that exceeds the demographics of the Commonwealth. Our goal includes hiring and retaining at a minimum 25% minority employees, and a minimum of 40% women employees. We will promote annually a minimum of 10% of minority and women employees.

## PROGRAMS

Bud's has developed specific programs to effectuate its stated goals to promote diversity and equity in its operations, which will include the following:

### EXTERNAL

Bud's participates in recruitment events with a focus on attracting individuals from all the diverse populations listed above to achieve our percentage (%) goals.

### INTERNAL

Bud's will take the following steps to hire, retain, and promote a diverse workforce:

- 1 In hiring decisions**, we will allow our external goals to provide us diverse pool of applicants. Our goals for diversity will be discussed and reported for each event along with other data we gather from these events.
- 2 Offer bi-annual performance reviews** for all employees.
- 3 Request bi-annual diversity feedback** forms from all employees.
- 4 Offer employees at least eight (8) hours of paid professional development** annually, which include will include our programs for diversity.
- 5 Promote** by position, title, or pay wage ten percent (10%) of our minority and women employees annually.

## MEASUREMENTS

- 1** An audit of the Diversity Plan will capture employment data, including information on diverse population representation in the workforce, recruitment and training information (all job categories); and promotion, retention and outreach efforts.
- 2** Employee reviews will be kept on file and used to measure and improve employee success. We will measure how our action plans for improvement result in better employee retention.
- 3** Employees will be required to complete a bi-annual diversity survey that is administered and reported by the Human Resources Manager. Employee feedback will continue to drive our diversity plan.
- 4** Employees will verify trainings received to ensure all employees are current on training.