

Breakout exercise and discussion

(40 minutes)

- 1) On your own, note some of the things that you currently do to make your own team **more inclusive**, and some things that you **want to start doing**. *(5 mins)*

- 2) Alphabetically go around your group and let each person share their answer to **both of these questions**. *(5 mins)*

- 3) Discuss what **policies / procedures / processes** (both formal and informal) your company has put in place to create inclusive spaces. *(10 mins)*

- 4) What and where are the gaps?
 - What **informal practices** could be turned into **policies**?
 - What **actions from individuals** could be scaled or shared with wider teams?*(20 mins)*