

BOWDITCH & DEWEY DIVERSITY STATEMENT

MISSION

Bowditch & Dewey commits itself to being diverse in all aspects of the firm's culture. While the firm will continue to hire only the most qualified people, it understands that in this day and age obtaining the most qualified people involves actively seeking diverse individuals at all levels, including partners, associates, professionals, interns, externs, support staff and contractors. In keeping with the firm's long term hiring and retention goals, Bowditch & Dewey strives to provide its diverse personnel with the necessary mentoring and support. Furthermore, Bowditch & Dewey prides itself on being community oriented, and the firm not only seeks to continue its legal representation of diversity-based nonprofit organizations, but also plans on extending its role as a civic leader by encouraging its workers to become more involved with and aware of such organizations.

PURPOSE

The purpose of this statement is to formalize and embolden the firm's commitment towards having diversity in its workplace. By strengthening the diversity of the firm, the experiences of employees and clients and the development of new clients will be greatly enhanced. For years, many companies and government agencies have been focused on improving diversity within their own walls. However, there is a clear movement amongst these types of organizations towards expanding the notion of diversity to the vendors with whom they work. The inevitable result is that more present and future clients will be mindful of the firm's diversity initiatives when seeking legal services. Bowditch & Dewey is committed to meeting this challenge.

PLAN, GOALS AND OBJECTIVES

Many law firms throughout the country, including Massachusetts, have established diversity statements. Many of these statements merely indicate a commitment to hiring attorneys and staff on an equal opportunity basis. This is a minimalist approach, and Bowditch & Dewey should look towards embracing a comprehensive strategy that will truly modernize and ameliorate its diversity initiatives. One Massachusetts firm proclaims on its website, ". . . investing in diversity is a wise business decision that positions the firm for the marketplace of the future." The future is now, and Bowditch & Dewey should aim to stand out from other law firms with regard to its diversity initiatives.

One distinguishing characteristic which is immediately apparent is Bowditch & Dewey's strong reputation for serving local community organizations both in legal and volunteer capacities. Such community involvement runs the gambit from complex projects such as the urban revitalization of downtown Worcester to pro bono representation of nonprofit organizations and needy individuals. While Bowditch & Dewey is actively involved in community organizations and initiatives, it recognizes that

to be even more effective, it needs to convey to its constituents that the firm is committed to diversity among its own employees. There is no better way to demonstrate this commitment than by hiring and retaining individuals who are representative of the communities it so proudly serves. The firm's diversity initiatives with respect to recruiting and marketing can tie into its already established reputation as a community leader.

Moreover, Bowditch & Dewey's diversity initiatives, unlike many other firms, start at the top, with its Chairman, Executive Director, Managing Partner and Management Committee all being supportive, and more importantly, actively involved in the process. Beyond this, the goal of the firm is to foster the support of all Practice Area Leaders, Department Heads and members of the Bowditch & Dewey community.

Similar to the benefits of diversifying the firm in areas such as talents, interests, education and geography, bringing together people from different races, national origins, gender, disability, religion, socioeconomic, sexual orientation and cultural backgrounds results in a workforce with a broader range of experiences, knowledge and perspectives. Consequently, this outcome benefits clients who can avail themselves of a wider array of professionals.

In order to accomplish its diversity plan, goals and objectives, Bowditch & Dewey is committed to the following:

Diversity Subcommittee

- The firm shall maintain a subcommittee of the firm's Leadership Committee, to be known as the Diversity Subcommittee, which shall be responsible for implementing and overseeing this initiative. The Diversity Subcommittee was established in the Fall of 2006, and is currently comprised of Michael D. Brockelman, Alfred A. Gray, Jr., Joshua Lee Smith and Vickie Manning.
- The Diversity Subcommittee shall meet on a regular basis to further develop strategies, goals and objectives of its mandate. The Diversity Subcommittee shall report at least annually to the Management and Leadership Committees on progress toward meeting the firm's diversity objectives.

Civic Engagement

- The firm shall continue to encourage all members of the Bowditch & Dewey community to actively participate in community organizations that have a diversity or multicultural component or purpose. The firm has recently designated a senior partner to oversee the firm's participation in community organizations, and this individual shall be tasked with assisting the Diversity Subcommittee with tracking the firm's involvement in such community organizations. This individual will also keep the firm aware of active opportunities for people to become involved in such community organizations.

- The firm shall continue its legal representation of community-based organizations that focus in whole or in part on services for diverse individuals. The firm shall take steps towards collaborating with community organizations, whether it represents them or not, to develop ways in which to inform or bring legal services to their constituents. The firm shall commit itself to developing and maintaining business relationships with community organizations in a manner that is beneficial to the firm, the organizations and the organizations' members.

Recruiting

- The firm shall actively solicit and recruit diverse attorneys who are seeking to make lateral transfers to associate and partner level positions. In this regard, members of the Diversity Subcommittee are active members of such organizations as the Massachusetts Black Lawyers Association, the Asian American Lawyers Association of Massachusetts and other groups which provide assistance to diverse attorney candidates in seeking employment opportunities. Postings or announcements for employment opportunities shall be provided to these organizations, as well as others, to increase the firm's visibility to diverse individuals.
- The Human Resources staff shall review applications and resumes of candidates for support positions, including professional positions such as paralegals and trust officers, to determine and designate diverse candidates to be forwarded to appropriate hiring attorneys and managers for consideration.
- The firm shall collaborate with relevant community organizations within diverse communities or that serve diverse individuals to assist in the recruitment of support staff positions.
- A college internship program shall be maintained at each of the firm's offices, and the firm shall factor diversity into the solicitation and recruitment strategy to fill these positions.
- The Diversity Subcommittee shall work and collaborate with Practice Area Leaders to determine staffing needs and objectives of each practice group.
- The firm shall provide mentoring to its diverse members with the goal of retaining such individuals at the firm.

Marketing

- The Diversity Subcommittee and the Marketing Department shall explore strategies by which to publicize and promote the firm's diversity initiatives to new and existing clients.

- The Diversity Subcommittee shall collaborate with the Marketing Director to create appropriate references to the firm's diversity statement and initiatives on its website. An outline showing the status of each component of the plan, goals and objectives will be routinely updated on the firm's website and marketing materials.
- A member of the Diversity Subcommittee shall write an article to be published in legal and non-legal publications, discussing diversity in the legal industry.
- The firm shall support outside cultural events by promoting awareness of such events to employees within the firm, and by offering limited sponsorship.

Learning and Development

- The firm shall continue to provide learning and development to all members of the Bowditch & Dewey community, on issues of Maintaining a Respectful Workplace (including Sexual Harassment Prevention), and Diversity and Inclusion.
- The firm shall continue, to provide development and growth opportunities as seen as helpful and/or necessary in support of firm strategies to develop firm leadership.

Policy

- Everyone at Bowditch & Dewey, working together or individually, should be committed to the idea that every person, including colleagues, clients and business contacts, deserves to be treated with dignity and respect. In that regard, the firm shall not tolerate discrimination of any kind within the firm. Prompt disciplinary action will be taken against any employee who violates this policy.