

DIVERSITY, EQUITY, INCLUSION & BELONGING GUIDEBOOK

YOUR ROLE IN MAKING YOUR ORGANISATION AN INCLUSIVE WORKSPACE



- While Your Organisation might believe in the power of talent & technology to drive social change, we feel that it is important to stress on this being an inclusive space for everyone. To further our conversations around inclusivity, this booklet has been created to share information on consent, gender, sexuality and encourage your employees to adopt attitudes that make this space a welcoming one for everyone.
- With this booklet, we hope to create awareness by providing information on concepts such as gender, identity, sex and sexuality; address commonly asked questions; talk about consent; addressing sexual assault and harassment; and dos and donts at workplace.
- We believe that every employee contributes toward making working experience a positive one for others, and that the responsibility lies with each one of us toward making this a space a safe and welcoming one for individuals regardless of their identities and abilities.
- The booklet has been created by Praful Baweja from 6 Degrees Diversity Counsel, and we hope that it serves to inform, educate and change attitudes to make your working experience inclusive, safe and positive.

About 6 Degrees Diversity Counsel:

We are a growth network for individuals of all ages, genders, origins, abilities and sexualities to meet; connect; recruit; share skills; leads; referrals and empower each other.

- We are focused on fostering change and supporting each other at once
- We enable Inclusion at Workplaces with Talent & Technology
- We design, create, and market tools that help all kinds of people find livelihood
- We help companies find and hire the best candidates from the diversity spectrum.
- We offer programs, best practices documents, research data to equip employers.
- We offer networking opportunities to companies and candidates.

LGBTQ is an acronym

meant to encompass a whole bunch of diverse **sexualities** and **genders**. Folks often refer to the Q (standing for "queer"*) as an **umbrella term**, under which live a whole bunch of identities. This is helpful because **lesbian**, **gay**, and **bisexual** aren't the only marginalized sexualities, and **transgender*** isn't the only gender identity. In fact, there are many more of both!

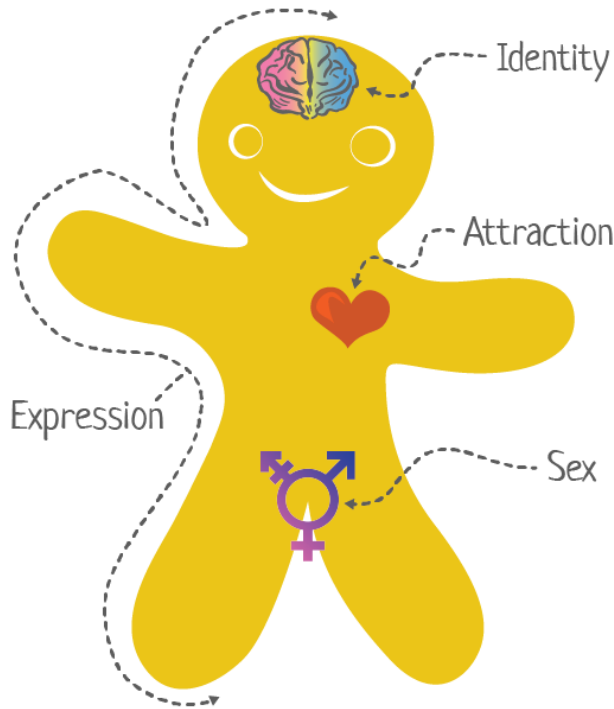


* The "Q" sometimes stands for "questioning" and "transgender" is often thought of as an umbrella term itself (sometimes abbreviated "trans"; or "trans*" in writing). Lots of asterisks, lots of exceptions, because hey – we're talking about lots of different folks with different lived experiences to be inclusive of.

Breaking a complicated concept into bite-sized, digestible pieces.

So, you want to better understand gender, or need help explaining it to someone else?

The Genderbread Person v4 *by its pronounced METROsexual.com*



⊖ means a lack of what's on the right side.

Gender Identity

- Woman-ness
- Man-ness

Gender Expression

- Femininity
- Masculinity

Anatomical Sex

- Female-ness
- Male-ness

Identity ≠ Expression ≠ Sex
Gender ≠ Sexual Orientation

Sex Assigned At Birth
 Female Intersex Male

Sexually Attracted to... and/or (a/o)

- Women a/o Feminine a/o Female People
- Men a/o Masculine a/o Male People

Romantically Attracted to...

- Women a/o Feminine a/o Female People
- Men a/o Masculine a/o Male People

Genderbread Person Version 4 created and uncopyrighted 2017 by Sam Killermann

For a bigger bite, read more at www.genderbread.org

Understanding Gender and Sexuality

1. **Sex-** Refers to biological, genotypic, and physiological characteristics of an individual. This includes genitalia, hormones, biological and genetic/physiological make-up. Individuals could be categorized as male, female and intersex under "sex".
2. **Intersex-** Refers to a variety of biological conditions in which a person is born with reproductive or sexual anatomy or hormone levels that do not fit the typical definitions of male or female. It is important to know that intersex and transgender are not interchangeable terms.
3. **Gender-** Gender refers to a set of social, psychological, and emotional traits, often influenced by societal expectations that classify an individual as "feminine", "androgynous" or "masculine".
4. **Gender Identity-** Gender identity is the term that is used to describe an individual's deeply held personal, internal sense of being a man, woman, some of both, or maybe even neither. The important thing to note here is that a person's gender identity may not always correspond to the one associated by the society to their assigned biological sex.
5. **Gender Expression-** Gender expression is something one can see. It includes the way in which a person expresses their gender identity to others through external means such as clothing, mannerisms, speech patterns, and social interactions that are traditionally linked to how we read masculinity or femininity. Some individuals may embrace a gender expression that is outside of these two opposite points, or binaries. Many individuals may have a more androgynous—or gender-neutral—expression.
6. **Cisgender-** a person whose sex assigned at birth aligns with the societal expectations of the gender identity associated with their sex (e.g., someone who was assigned male at birth and identifies as a man). A simple way to think about it is if a person is not transgender, they are cisgender. The word cisgender can also be shortened to "cis." - "Cis" is a latin prefix that means "on the same side [as]" or "on this side [of]."
7. **Trans*-** An umbrella term covering a range of identities that transgress socially defined gender norms. Trans with an asterisk is often used in written forms (not spoken) to indicate that one is referring to the larger group nature of the term, and specifically including non-binary identities, as well as transgender men (transmen) and transgender women (transwomen).
8. **Transgender-** A person identifies/wishes to live as per the gender expressions of the opposite gender. Being transgender does not imply any specific sexual orientation. Therefore, transgender people may identify as straight, gay, lesbian, bisexual, etc.
9. **Transman/transmasculine persons-** Individual(s) whose assigned sex at birth is female but identifies as a man
10. **Transwoman/transfeminine persons-** Individual(s) who assigned sex at birth is male but identifies as a woman.
11. **Hijra-** cultural identity and community who may be included under transwoman/transfeminine identities. The community is complex and diverse with numerous rituals, customs and rules. The community works under a gharana (ritual 'houses'/'families') system with a hierarchy of 'guru-chelas' (loosely meaning teacher-students). A hijra person undergoes a 'reet', ritual where a young man enters a hijra gharana

through ritual offerings made to the Guru. Usually after such a ceremony it is difficult for young biological males to return to their biological families as the Guru demands total loyalty. Jogtas/ Jogappas/ Shiv- Shaktis are Hindu hijras who are male temple prostitutes or devdasis. They are mostly male children dedicated to goddesses who ritually cross dress for religious purposes.

12. **Gender Reaffirmation process/transition-** the process that a trans individual takes to present themselves as their gender identity either through their pronouns, name, gender expression, physiology and legal documents.
13. **Medical Transition-** A set of surgeries, medical procedures that a person undertakes to align their biological sex/ physiology to their gender identity. The process has a number of steps including sex affirming surgeries (also called SRS or sexual reassignment surgery) or hormone replacement therapy, plastic surgeries (for reshaping body). It is important to remember that not all trans* people undergo all these surgeries. They choose which they want to depending on their comfort, inclination, access, financial capability and/ or community support.
14. **Legal Transition-** The process a trans* person undertakes to change their name and/or gender in legal documents and identity cards.
15. **Social Transition-** The process of expressing oneself socially, in various contexts such as one's family, friends, and co-workers; using a different name and new pronouns or even dressing differently.
16. **Cross dresser-** A person who dresses/expresses themselves in the gender that is different from/binary opposite of their assigned sex at birth, usually in a safe space.
17. **Drag Queen/Drag King-** A person who dresses/expresses themselves as different from/ binary opposite of their assigned sex at birth through performance.
18. **Gender fluid-** A person whose gender rejects the binary of man and woman to describe their gender. They may feel more like a man one day, more like a woman on another or neither or both on other days.
19. **Transphobia-** Fear, hatred or discomfort about Transgender persons. This can translate to violence, abuse and discrimination in various settings.
20. **Sexuality-** Is the way in which a person expresses themselves as sexual beings through sexual feelings and behavior.
21. **Homosexual-** a person primarily emotionally, physically, and/or sexually attracted to members of the same sex/gender.
22. **Heterosexual-** a person primarily emotionally, physically, and/or sexually attracted to some people who are not their same sex/gender. Also known as straight.
23. **Lesbian-** a woman who is romantically and/or sexually attracted to other women.
24. **Gay-** a man who is romantically and/or sexually attracted to other men.
25. **Homophobia -** Fear, hatred or discomfort about homosexual persons. This can translate to violence, abuse and discrimination in various settings.
26. **Bisexual-** A person who is romantically and/or sexually attracted to people of their own gender and other genders.
27. **Pansexual-** A person who has romantic and sexual attraction to people regardless of their gender. This attraction is not necessarily always to the same degree or at the same time.
28. **Biphobia-** Fear, hatred or discomfort about homosexual persons. This can translate to violence, abuse and discrimination in various settings.

29. **Queer-** An umbrella term that defines the entire LGBTQ+ community. It defines a vast number of identities and orientations. It was earlier used as a derogation towards the LGBTQ+ community in the US, however, it was re-appropriated and is now used to denote the LGBTQ+ community.
30. **Asexual-** Experiencing little or no sexual attraction to others and/or a lack of interest in sexual relationships/behaviour.
31. **Questioning-** Defines people who are keen to explore their sexual orientation and gender identity.

LGBTQ-INCLUSIVE LANGUAGE DOs and DON'Ts

AVOID SAYING **SAY INSTEAD**

WHY?

EXAMPLE

"Hermaphrodite"	"Intersex"	Hermaphrodite is a stigmatizing, inaccurate word with a negative medical history.	"What are the best practices for the medical care of intersex infants?"
"Homosexual"	"Gay"	"Homosexual" often connotes a medical diagnosis, or a discomfort with gay/lesbian people.	"We want to do a better job of being inclusive of our gay employees."
"Born female" or "Born male"	"Assigned female/male at birth"	"Assigned" language accurately depicts the situation of what happens at birth "-bodied" language is often interpreted as as pressure to medically transition, or invalidation of one's gender identity	"Max was assigned female at birth, then he transitioned in high school."
"Female-bodied" or "Male-bodied"	"Assigned female/male at birth"	"Assigned" language accurately depicts the situation of what happens at birth "-bodied" language is often interpreted as as pressure to medically transition, or invalidation of one's gender identity	"Max was assigned female at birth, then he transitioned in high school."
"A gay" or "a transgender"	"A gay/transgender person"	Gay and transgender are adjectives that describe a person/group	"We had a transgender athlete in our league this year. "
"Transgender people and normal people"	"Transgender people and cisgender people"	Saying "normal" implies "abnormal," which is a stigmatizing way to refer to a person.	"This group is open to both transgender and cisgender people."
"Both genders" or "Opposite sexes"	"All genders"	"Both" implies there are only two; "Opposite" reinforces antagonism amongst genders	"Video games aren't just a boy thing – kids of all genders play them."
"Ladies and gentlemen"	"Everyone," "Folks," "Honored guests," etc	Moving away from binary language is more inclusive of people of all genders	"Good morning everyone, next stop Picadilly Station."
"Mailman," "fireman," "policeman," etc.	"Mail clerk," "Firefighter," "Police officer," etc.	People of all genders do these jobs	"I actually saw a firefighter rescue a cat from a tree."
"It" when referring to someone (e.g., when pronouns are unknown)	"They"	"It" is for referring to things, not people.	"You know, I am not sure how they identify."

FAQs on Gender and Sexuality

Question: Is homosexuality a disease/ disorder?

No, the definition of a disorder involves the inability to function in everyday situations, there is pain, difficulty in adjusting to usual situations and mental issues. This is not the case with homosexual persons. The definition of a disease is something that causes pain, reduces metabolism reduces lifespan but homosexuality doesn't cause any of this. In fact, in the 1970s, both the International Classification of Diseases (ICD 10) and the Diagnostic and Statistical Manual of Mental Disorders (DSM IV) have declassified it as a mental disorder. On 17th May 1990 The World Health Organization (WHO) declassified homosexuality as a mental disorder. In early 2016, the Indian Psychiatric Society (IPS) and the World Psychiatric Association (WPA) have issued position statements clearly stating that homosexuality is a normal variant of human sexuality.)

Question: Which one of you is the man in the relationship?

Same-sex orientation means attraction between persons of the same sex therefore neither of us are the man or woman. We are two people in love and this does not require man or woman, it requires understanding, trust, love, and attraction.



Question: Are there so many gays because of our skewed sex ratio?

No, homosexuality is not affected by availability or non-availability of opposite sex partners. Studies indicate that 2-5% of the population of any place will identify as LGBTQ+ despite being in the same situations as heterosexual people. While same-sex sexual behaviour may be observed in some settings, individuals are bound to engage in their preferred sexual behaviour once out of those settings. If they are inclined to have sex with individuals of the same sex/gender, then so be it!

Question: All transgenders are Hijra right? They are born with deformities

No, only a fraction of Hijra are intersex (or born with ambiguous genitalia). Intersex persons are born with ambiguous genitalia or bodies that appear neither typically male nor female, often arising from chromosomal anomalies or ambiguous genitalia. This is often confused with transgender, however, they are vastly different. While transgender refers to a mismatch between biological sex and gender, intersex refers to ambiguity in biological sex. Transgender is an umbrella term and it can broadly be further classified into FTM and MTF. Hijra is a cultural community entered into voluntarily. It is also a cultural identity. All TG are not Hijra.



Question: Why don't trans persons take jobs?

The question is not why they don't take the jobs but are they qualified and if yes then do we have environments which are inclusive for them to feel safe? Transgender individuals are not

only constantly in fear of bullying and threats in school but also in their neighborhoods and at home. This leads to a high dropout rate from schools, which means they may not have completed education and gathered the appropriate skills. Finally, companies need to make changes in their infrastructure to make it more inclusive. For example, will the watchman shoo them away when they walk in for an interview? Will the women/men in the bathrooms object to them using the bathroom? These are practical considerations of an inclusive workplace which requires cooperation from both parties: the transgender communities and the organizations seeking to be more inclusive.

Question: Can one convert from heterosexual to homosexual?

No, sexuality is not a choice. It is by birth and cannot be changed by corrective measures. It can be compared to left-handedness whereby in some cultures left-handedness was seen as a curse or a deviation. Any number of beatings, therapies or prayers wouldn't change that. If they did, the effects would wear off soon. This is also true with sexuality - it cannot be changed. Same-sex attraction has also been declared to be not a disorder but a normal variant of human sexuality by the WHO, the IPS and the WPA. Any doctors or therapists offering cures are offering quackery which is ineffective and counterproductive.



Question: Being LGBT is being against Indian culture and society?

Society changes with time, so what is culturally acceptable today may not have been acceptable twenty years ago. Women working outside the home used to be seen as taboo but this is no more the case now. I hope that India keeps up with the modern times and banishes a law which was set up in colonial times and is against Indian culture of acceptance and celebration of diversity. All progressive countries that India is looking to form connections with under the present government have given full legal recognition and rights to LGBT individuals.

Question: Why do you need to be open about your sexuality?

I need to be open about my sexuality as I want to ask for my rights. Because you may not have faced discrimination and have no experience of it, you may find it easy to ignore. However, to a gay person working at corporate where he/she cannot bring his partner to family night is discrimination. It affects the productivity and growth of the individual in a working space. Besides, it's not something that one needs to hide. Just as the battle for women's rights is ongoing, the rights for LGBT will only be fought through increased visibility.

Team Activity 1: First Impressions of LGBTQ People

Answer the following questions to the best of your ability:

1. When's the first time you can remember learning that some people are lesbian, gay, bisexual, or queer?

2. Where did most of the influence of your initial impressions/understanding of lesbian, gay, bisexual, and queer people come from? (e.g., family, friends, television, books, news, church)

3. When's the first time you can remember learning that some people are transgender?

4. Where did most of the influence of your initial impressions/understanding of transgender people come from? (e.g., family, friends, television, books, news, church)

5. How have your impressions/understanding of LGBTQ (lesbian, gay, bisexual, transgender, and queer/questioning) people changed or evolved throughout your life?

Team Activity 2 : Privileges of Heteronormativity

Please look at the following list of privileges. Each privilege costs INR 100000 to purchase. As a team, please purchase as many privileges as your money allows.

1. Celebrating your marriage(s) with your family, friends, and coworkers.
2. Paid leave from your job when grieving the death of your partner(s).
3. Inheriting from your partner(s)/lover(s)/companion(s) automatically after their death.
4. Having multiple positive TV role models.
5. Sharing health insurance with your partner(s).
6. Being able to find role models of the same sexual orientation.
7. Being able to see your partner(s) immediately if in an accident or emergency.
8. Being able to be promoted in your job without your sexuality playing a factor.
9. Adopting your children.
10. Filing joint tax returns.
11. Able to obtain child custody.
12. Being able to complete forms and paperwork with the information you feel most accurately communicates who you are.
13. Being able to feel safe in your interactions with police officers.
14. Being able to travel, or show ID in restaurants or bars, without fear you'll be rejected.
15. Kissing/hugging/being affectionate in public without threat or punishment.
16. Being able to discuss and have access to multiple family planning options.
17. Not questioning normalcy both sexually and culturally.
18. Reading books or seeing movies about a relationship you wish you could have.
19. Raising children without worrying about state intervention.
21. Having others comfort and support you when a relationship ends.
22. Being a foster parent.
23. Using public restrooms without fear of threat or punishment.
24. Being employed as a preschool or elementary school teacher without people assuming you will "corrupt" the children.
25. Dating the person you desired in your teens.

26. Raising children without worrying about people rejecting your children because of your sexuality.
27. Living openly with your partner(s).
28. Receiving validation from your religious community.
29. Being accepted by your neighbors, colleagues, and new friends.
30. Being able to go to a doctor and getting treatment that doesn't conflict with your identity.
31. Being able to access social services without fear of discrimination, or being turned away.
32. Sponsoring your partner(s) for citizenship.
33. Being open and having your partner(s) accepted by your family

Let's do a tally of the privileges we can afford or not

So You know someone from LGBTQIA+ community who is Out at work - Congratulations!

Now is the time to not be awkward about it or make them uncomfortable with curiosity that your parents, peers, school & social circle hasn't answered.

Here are some phrases that should be avoided as they can be considered **Microaggressions towards LGBTQIA+ individuals:**

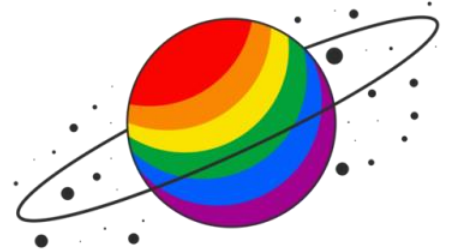
"That's so gay": This phrase should be avoided as it can be used in a derogatory manner, implying that being gay is negative or inferior.

"But you don't look gay/transgender/etc.": This phrase suggests that there is a specific appearance or stereotype associated with being LGBTQIA+, which can be invalidating and offensive.

"Have you tried to change or fix your sexuality/gender identity?": This question implies that being LGBTQIA+ is something that needs to be fixed, which is not only untrue but also hurtful.

"What are your real pronouns?": This question suggests that the pronouns a transgender individual uses are not their "real" pronouns, which can be invalidating and disrespectful.

"I don't care if you're gay/transgender/etc.": While this phrase may be intended to show acceptance, it can also come across as dismissive and invalidating.



Please remember that language is powerful, and even seemingly harmless comments or questions can be hurtful to anyone who has seen trouble & trauma to the scale that most of us LGBTQIA+ folk do.

Hope this helps.

What would you like to add to this list?

Happy to hear from you

Understanding Pronouns

You may be unfamiliar with the word "pronoun," but you use them all the time!

Pronouns are used in place of a proper noun (like someone's name). We use pronouns most often when referring to someone without using their name.

Example: Have you heard from Nikhil? He hasn't texted me back all day. He is the pronoun.

Why does it matter?

- In English, our most commonly used pronouns (he/she) specifically refer to a person's gender.
- For queer, gender non-conforming, non-binary, and transgender people, these pronouns may not fit, can create discomfort, and can cause stress and anxiety.
- A recent study showed that in transgender youth, using correct pronouns and names reduces depression and suicide risks.
- Having trouble understanding why this would upset someone? Think about your pronoun (it's probably "he" or "she").
- Now imagine someone calling you the one you don't think of yourself as. Imagine them doing it over and over and over, even after you've corrected them.

What if I make a mistake?

It happens, we all make mistakes! Apologize, do better, and move on quickly. If you make a mistake in front of a group of people, you may want to apologize to the person in private later on - no need to make scene or draw a lot of attention. No one likes that! The best thing to do is to use the correct pronoun the next time.

A GUIDE TO PRONOUNS

USC LGBT Resource Center

WHY PRONOUNS?

The pronouns used in every day speech and writing often times implies gender. These associations are not always accurate or helpful. Mistaking or assuming peoples' pronouns sends a harmful message. Using someone's correct gender pronouns is one of the most basic ways to show your respect for their identity.

"THEY/THEM/THEIRS"

Although the pronoun "they" tends to be thought of as gender neutral, a person who goes by "they" could be a man, a woman, both, neither, or something else entirely. It is acceptable to use "they" instead of "he" or "she" when referring to someone who has not expressed a clear pronoun choice.

EXAMPLE

"They are a writer and wrote that book themselves. Those ideas are theirs. I like both them and their ideas."

Please note that although "they" pronouns here are singular and refer to an individual, the verbs are conjugated the same as with the plural "they" (e.g. "they are").

WHAT IF I MAKE A MISTAKE?

You don't have to make a big deal out of your mistake. You mostly need to fix it. You might have a follow up conversation with the person to apologize and see if there's something else you can do moving forward. Drawing a lot of attention in the moment is not helpful and could potentially be harmful.

LEARN MORE AT [HTTPS://WWW.MYPRONOUNS.ORG/](https://www.mypronouns.org/)

Allyship



What is Allyship?

"Allyship" is an English-language neologism used in contemporary social justice activism to describe **efforts by members of a privileged in-group, to advance the interests of marginalized groups**, both in society at large, and within in particular social contexts, such as universities or workplaces.

Allyship is not a matter of luck, destiny or circumstances, but a direct outcome of making some essential changes in your outlook and in your life . In order to become an ally at workplace to any minority, you must be willing to take the action and do what ever it takes. You are going to have to embody inclusivity. It is your own choice.

While some incredible progress has been made towards equality and fairness for LGBTQ+ folx, we're not there yet. Full equality can't happen without support from smart, energetic, compassionate, and dedicated allies. Be it changing narratives on screen to challenging heteronormativity in company policies, Allies have paved way for India Inc. to celebrate June as the International LGBTQ+ Pride Month with Rainbow colours and supportive communication.

Similarly allyship to people with disabilities and returning mothers as candidates, selection and engagement of diverse suppliers for social equity are some of the processes set by corporate to include everyone. These opportunities though come with their own challenges and victories.

What does an Ally do? Action Pointers

Diversity & Inclusion conversations are trending now more than ever amidst the great resignation. For any individual as well as organisation to be truly an ally to any diverse community, there are multiple changes required.

Here are our top 4 action pointers to include everyone mindfully- each worth its weight in gold

Ask questions. Ask people about their journey

- Empathy towards all the stakeholders within an ecosystem is not inherent to us due to cognitive as well as unconscious biases. Asking the community members about their lived experiences is a great start. Let's create more safe spaces that act as an interface between people of all ages, genders, sexualities, abilities and origins.



Listen. Listen Empathetically

- Our interpretations are not vital when we are listening. If we let go of judgement and biases based on external appearances – we gift each other an opportunity to truly engage and derive value by learning something new. All of this by only listening mindfully.



Show up. We must ask our employees to show up for one another.

- Attend community festivals and events as allies. Families & Friends have been the support some of us receive and would like more colleagues & organisations experience non traditional partnerships, parenthood and lifestyle choices that would need to be respected.



Speak up. Echo. Pass the Mic

- Interrupt the next homophobic, sexist, ableist conversation you encounter in Classroom, Boardroom or Bedroom. Make your displeasure known and offer people an opportunity to truly interact with folx from all kinds of backgrounds. Disable the biases acting as barriers



More Reference Articles:

1. [The Allyship Iceberg](#)
2. [7 A's of Authentic Allyship](#)
3. [All about Allyship](#)
4. [How Not To Be An Ally](#)
5. [Ally Guide: Do's & Don'ts](#)

More Reference Videos:

1. [Authentic Allyship vs. Performative Allyship](#)
2. [Guide to lifelong Allyship](#)
3. [Tips on how to be an Active Ally](#)
4. [10 ways to be an LGBT+ ally](#)
5. [Who is a true Ally?](#)

Daily Allyship Worksheet



LET'S BE PROUD ALLIES 365 DAYS!



CHORE LIST:

	M	T	W	T	F	S	S
LEARN ABOUT LGBTQIA+ LIVES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
REVIEW WRITTEN & SPOKEN LANGUAGE FOR INCLUSION	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
STOP A HOMOPHOBIC JOKE / COMMENT AROUND ME	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SPEAK UP IN SUPPORT OF LGBTQIA+ FOLX ONLINE/ OFFLINE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MAP YOUR PRIVILEGES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
UNDERSTAND ABOUT PRONOUNS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Bias & Belonging

Bias & Belonging - the two sides of the inclusion coin as I like to call them keep us from a bunch of things. Bias can be described as a strong feeling of favour towards or against one group of people, or on one side in an argument, often not based on fair judgement or facts

Biases prevent us from partnerships, policies, and culture that promote a diverse workforce of individuals who feel that they are equitably treated, respected, heard, valued, and enabled to do their best work.

Belonging is a sense when these biases stop acting as barriers and we can overcome them to collaborate and have a mutual sense of well being.

Belonging is the feeling of security and support when there is a sense of acceptance, inclusion, and identity for a member of a certain group or place. It is the fundamental drive to form and maintain lasting, positive, and significant relationships with others.

So how can you create an environment that celebrates diversity of thought, backgrounds, and experiences, and one that leverages the unique talents and strengths to achieve, higher productivity, innovation, and enhanced efficiencies?

Reduce your unconscious bias by learning more about the four largest types of Bias: 4 Biases That Impact Decision-Making



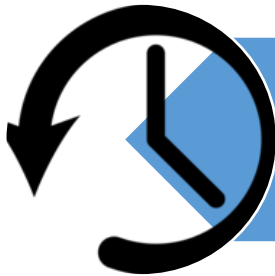
Similarity bias means that we often prefer things that are like us over things that are different than us. We recommend thinking about this bias when making decisions surrounding who to hire, who to promote, who to assign to projects and more.

To overcome this bias, we suggest actively finding common ground with people and looking for ways to unite all qualities for the benefit of the organization.

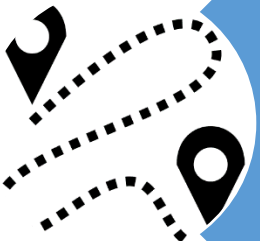


Expedience Bias can often happen when we prefer to act quickly rather than take the needed time to receive clarity and understanding. For example, expedience bias can occur during employee reviews by relying solely on one data point or recommendation.

We recommend prioritizing the time it takes to gather the appropriate information needed to make a succinct decision.



Experience bias can occur when we forget that our truth is not always the only option. During a time of instant and constant collaboration, whether it's email, text or web conference, it is vital to understand that each individual contributes their own value to a decision.



Distance bias is the instinct to prioritize things that are nearby, such as physical space, time or other domains. This could appear when individuals look to the guidance of those currently present in a meeting, rather than those who are remote.

Today's environment has shifted many individuals into a remote work setting, where places like hospitals and rehabilitation units are often communicating with a patient's family via virtual interface. It's crucial to break down distance bias, especially in care settings.

4 Ways to Create a Culture of Belonging at your Workplace

How to foster an Environment of Respect, Mentorship, and Partnership? **Encourage Collaboration**

- Promote an atmosphere of respect, trust, and inclusion.
- Create opportunities for mentorship and collaboration across all levels of the organization.
- Leverage resources and partnerships to expand growth, development, and ideation.



Communicate. Communicate & Communicate. **Be Respectful, Consistent, Open, and Timely**

- Interact in an authentic, approachable and respectful manner that fosters collaboration, inclusion, and constructive conflict management.
- Communicate decisions in a timely and transparent manner.
- Provide consistent messaging across all channels and between all stakeholders



Community : Empower, Support, and Partner with the Local and Global folk

- Provide services, resources, and opportunities to educate, connect, and empower local and global communities - all genders, ages, origins, abilities & sexualities
- Foster strong internal and external partnerships to maximize personal and professional growth through outreach initiatives.
- Create an inclusive, supportive, and affirmative environment by maximizing your individual and collective capacity to improve the lives of people and communities



Innovate: Evaluate, Explore, and Foster an Innovative Culture

- Evaluate current processes and practices to challenge conventional norms and thinking.
- Explore and execute new ideas, ventures, processes, and opportunities to remain at the forefront of lifelong learning.
- Foster an agile environment to take healthy risks in which success is celebrated and failure is a source of growth.



Additional Resources:



- Every moment presents us with a choice. Will we be silent about implicit and unconscious bias, or will we interrupt bias for ourselves and others? Justice, belonging, and community are impacted by each choice we make. Here is a very impactful yet conversational TED Talks video by **Kori Carew - Just belonging: finding the courage to interrupt bias** : <https://www.youtube.com/watch?v=Dlf43L6hNkM>
- **Every Single Cognitive Bias in One Infographic:** <https://www.visualcapitalist.com/every-single-cognitive-bias/>
- An Indian judge who went to a psychologist to tackle his “ignorance and prejudice” about same-sex relationships has been praised for his ruling in a police harassment case that campaigners hope could raise awareness about LGBT+ rights. **Ignorance no excuse, says Indian judge who fought his own bias in LGBT+ case** <https://www.reuters.com/article/us-india-lgbt-court-trfn-idUSKCN2DK1HC>
- **Caste out: complexities of systematic bias:** Research shows lower courts in India to be free of gender and religious bias, but the effects of caste must be studied <https://www.telegraphindia.com/opinion/caste-out-research-shows-lower-courts-in-india-to-be-free-of-gender-and-religious-bias-but-the-effects-of-caste-must-be-studied/cid/1806608>
- **Confirmation Bias or Racism ?:** Foreign students fleeing Ukraine say they face segregation, racism at border : <https://edition.cnn.com/2022/02/28/europe/students-allege-racism-ukraine-cmd-intl/index.html>

Dos and Donts:

We want all workplaces to be a positive and a fun-filled experience space for everyone. At the same time, we expect you to follow some pointers to ensure that the space is safe for everyone and that attendees make the most of their time here. We recommend the following pointers:

Do's:

- Remember that consent is key for all interactions
- Take a stand against individuals who compromise safety and security of the space
- Respect people's sexuality, identity, choice of names/pronouns, gender presentation, and clothes.
- Check how people would like to be addressed.
- Be helpful and courteous
- If you aren't okay with taking conversations further, say a NO!
- Accept a NO graciously.

Dont's:

- Assume consent and/or take advantage of someone's silence/inability to act
- Support and/or engage in behaviour that makes the space unsafe and hampers one's experience
- Disrespect people's sexuality, identity, choice of names/pronouns, gender presentation, and clothes.
- Don't force someone for an interaction if they don't wish to interact.
- Turn a blind eye toward a person in distress.

Summing it up...

So, summarizing this, we are counting on your support and participation toward making your workplace a safe space. We want you to have fun, have positive experiences, and contribute toward making this a fun and positive experience for other employees & managers too.

LGBTQ+ identities are a part of all work spaces, and your understanding will go a long way to making the communities feel welcomed.

Community Resources

Getting the right person into the right job & retaining as well as supporting them is the one of the most important things you can do as a manager. 6 Degrees team offers interface to a number of resources to assist you including but not limited to:

Legal Resources

Should you need to understand the legalities of hiring LGBTQ persons or anything else in connection with the law and being queer in India, these are some organisations whose resources and expertise might help.

Alternative Law Forum is a collective of lawyers in Bengaluru, who believe in an interdisciplinary practice of law that specifically targets social and economic injustices with critical research, advocacy and pedagogic interventions. altlawforum.org.

Centre for Law and Policy Research is a not-for-profit legal research organisation in Bengaluru that has been leading litigation efforts and providing legal support for the trans rights movement. clpr.org.in.

Samāna Centre for Gender, Policy and Law in Delhi is a consultancy that provides services and advocacy on gender, LGBTQ and related aspects to corporates in India. samanacentre.com.

Majlis, based in Mumbai, works towards evolving innovative legal practices to defend women's rights. Gender-just ideology guides the group's campaigns, legal representation and advocacy. majlislaw.com.

Vidhi Centre for Legal Policy in Delhi is an independent think tank doing legal research to make better laws and improve governance. The centre has released a series of reports on queering the law. vidhilegalpolicy.in.

Lawyers Collective is a group of lawyers working to empower marginalised sections of society through their engagement in human rights advocacy, legal aid and litigation. The collective has been instrumental in many key judgements involving the LGBTQ community. lawyerscollective.org.



Digital Resources

These are just some of the online resources you could access to learn more about the diversity that exists in queer India.

Agents of Ishq is a multi-media project around sex, love and desire in India. agentsofishq.com.

Being L GBTI in Asia is a regional programme aimed at addressing discrimination on the basis of sexual orientation, gender identity or intersex status. medium.com/being-lgbti-in-asia.

Chinky Homo Project is a digital and print anthology that aims to capture the subjectivity and experience of queer persons from the Northeast. thechinkyhomoproject.wordpress.com.

Dalit Queer Project is a platform and community that explores what it means to be dalit and queer through online curation of art and writing, meetups, workshops and more. instagram.com/dalitqueerproject.

Fifty Shades of Gay is an LGBTQ portal that serves as a resource to understand alternative sexualities, gender identity and expression in a non-judgemental environment. fiftyshadesofgay.co.in.

Gaylaxy is an LGBTQ magazine that serves as a resource for queer news and events. gaylaxymag.com.

Varta, a webzine from the Varta Trust, provides a platform for dialogue on gender and sexuality across diverse queer lived experiences. vartagensex.org/index.php.

In Plainspeak by TARSHI is a creative and educational digital magazine on sexual and reproductive health and rights in the Global South. tarshi.net/inplainspeak.

Orinam is a bilingual site in Tamil and English that serves as an online resource for the LGBTQ community. orinam.net. Scripts is the queer zine published by LABIA. scripts.labiacollective.org.

'**Pink List**' is a list of candidates who contested the 2019 Lok Sabha elections and who publicly supported LGBTQ rights. pinklistindia.com.

Qitaab is an intersectional feminist zine that publishes opinions, artwork, written work and other creative pieces to explore relevant LGBTQ issues. qitaabzine.com.

Swakanthey is Sappho for Equality's bilingual–Bengali and English–biannual magazine. It consists of fiction, poetry, interviews, art, comic strips and articles revolving around queer issues. sapphokolkata.in/magazine.

Queer Chennai Chronicles records individual and collective narratives of queer people in Chennai. queerchennaichronicles.com.

Queer Ink is an organisation that curates, develops and promotes Indian LGBTQ works across several mediums—print, film, theatre and more. queer-ink.com.

Queer Muslim Project is a digital platform that creates visibility and awareness about LGBTQ Muslim issues in India and South Asia through online advocacy. facebook.com/thequeermuslimproject.

Sexuality and Disability is a joint venture by Point of View and CREA. It uses art, writing and media to create resources at the intersections of sexuality, disability and violence. blog.sexualityanddisability.org.

Point of View's incredible work focuses on sexuality, disability and technology. pointofview.org.

Gaysi Zine presents stories and resources that explore what it means to be queer and desi. gaysifamily.com/tag/gaysizine.

TransVision is a YouTube channel that creates content written as well as directed by trans people, and is meant to serve as a resource that busts common stereotypes and misconceptions about the trans community. youtube.com/channel/UCYjwx0gcDp-C-uPZITPrbJg.



LGBTQIA+ Community Cultural Festivals

These LGBTQIA+ community festivals may happen in a city near you. Also, if you handle a client, consider recommending to suggest sponsoring one of these or any other queer festival that you know about.

Awadh Queer Literature Festival provides a platform for queer literature in Lucknow through workshops, book readings, theatre performances, film screenings and exhibitions. facebook.com/aqlfest.

Bangalore Queer Film Festival focuses on screening films from non-Western locations, films by independent filmmakers, popular cinema that experiments with LGBTQ concerns and experimental films that push aesthetic limits. The festival also includes dance, music, theatre, photography and art. bqff.in.

Chennai Queer LitFest by Queer Chennai Chronicles curates conversations about queer Indian literature and queerness in India—particularly how the queer literary imagination affects the lives of queer people. queerlitfest.com.

Rainbow Literature Festival held in Delhi every year is a mix of different forms of expression such as prose, poetry, art, performance, films and discussions. rainbowliteraturefestival.com.

Delhi Queerfest, held annually, explores queerness as an identity, politics or process that challenges dominant norms, as a way of seeing not just LGBTQ lives but also the world itself. facebook.com/delhiqueerfest.

Dialogues: Calcutta International LGBT Film and Video Festival in Kolkata celebrates national and international writers, directors, actors and their work, and screens feature films, shorts and videos dealing with LGBTQ themes and issues. sapphokolkata.in/events.

Kashish Mumbai International Film Festival, South Asia's biggest queer film festival, encourages greater visibility of queer cinema among wide audiences as a means to foster better understanding of queer desires and expressions. mumbaiqueerfest.com.

Likho India LGBTQ Media Summit aims to nurture writers who write on LGBTIQ themes and to promote fair and inclusive portrayal of LGBTIQ communities in the media. facebook.com/likho.hst.

Queer and Allies Art Festival brings together artists, craftspeople and performers from all over the country. It takes place in various cities in India, such as Pune, Chennai, Bengaluru and Hyderabad. lgbtq.co.in/qaaf.

Reel Desire: Chennai International Queer Film Festival is an annual festival addressing stigma-free inclusion of LGBTQ people within families, educational institutions, healthcare facilities, workplaces and the media and film industries. ciqff.org.



Tarang: Delhi International Queer Theatre and Film Festival by Harmless Hugs spotlights social problems, aspirations and concerns of the LGBTQ community in India through the medium of art, theatre and movies. facebook.com/harmlesshugs.

The Out and Loud Pune International Queer Film Festival by the online collective Mist is an annual event with screenings of films from the world over. It also includes performances and panel discussions. facebook.com/outloudpiqff.

Recommended Films For Authentic Indian LGBTQIA+ Lives Depiction:



Evening Shadows

Featuring: Mona Ambegaonkar, Ananth Narayan Mahadevan, Devansh Doshi

Release date: January 11, 2019

Platform: Netflix



I am

Featuring: Juhi Chawla, Rahul Bose, Radhika Apte

Release date: April 29, 2011

Platform: Netflix



Angry Indian Goddesses

Featuring: Sarah-Jane Dias, Rajshri Deshpande, Sandhya Mridul

Release date: December 4, 2015

Platform: Netflix



Margarita with a straw

Featuring: Kalki Koechlin, Revathy, Sayani Gupta

Release date: April 17, 2015

Platform: Netflix



Super Deluxe

Featuring: Vijay Sethupathi, Fahadh Faasil, Samantha Ruth Prabhu

Release date: April 5, 2019

Platform: Netflix

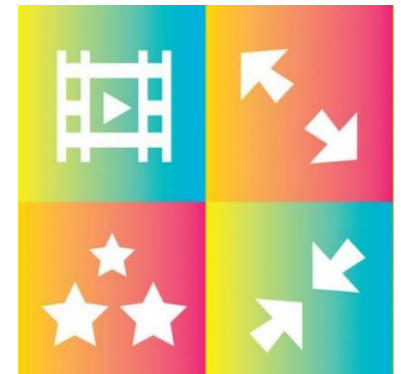
Recommended Short Films By Indian LGBTQIA+ Film makers available online:

- Cover Story By Suhail Abbasi available on Queer-Ink :
<https://www.queer-ink.com/films/cover-story>
- Coming Out Short Film by Shipra Arora:
<https://www.youtube.com/watch?v=-517T6BLSGY>
- Love Is Love Short Film:
<https://www.youtube.com/watch?v=NfLVd90vM4Q>
- Sisak by Faraz Arif Ansari:
<https://www.youtube.com/watch?v=3s2UuS-Nn8A>



10 Must Watch LGBTQ Inclusion videos:

1. **A Brief History of All Things LGBTQIA in India**
<https://www.youtube.com/watch?v=s9y4h7YYpvs>
2. **What does it mean to be Queer | R Raj Rao | TEDxVITPune**
https://www.youtube.com/watch?v=SMLuFl3m_U4
3. Indian Kids Talk About Gay Marriage
<https://www.youtube.com/watch?v=JPtEho20dMo>
4. **Wanda Sykes Takes Us Through the History of LGBTQ+ – Now You Know**
<https://www.youtube.com/watch?v=wkzwDOCEDCo>
5. **LGBTQ Inclusion In Corporate India - Faye D'Souza**
<https://www.youtube.com/watch?v=fWNCYWosIjg&t=1141s>
6. **How The Rainbow Came To Represent Queer Pride**
<https://www.youtube.com/watch?v=ljJd8mbjFgk>
7. **Demigods: Inside India's Transgender Community :**
<https://www.youtube.com/watch?v=YxL5qfbtKqg>
8. **Purple Skies by Sridhar Rangayan :**
<https://www.youtube.com/watch?v=U52Blo2o3SY>
9. **Breaking Free by Sridhar Rangayan:**
<https://www.youtube.com/watch?v=rPhHquGgMg>
10. **Madonna To The LGBTQ Community: Never Give Up Hope**
<https://www.youtube.com/watch?v=t7JaX-e0Hh8>



Literature & Podcasts

This Spotify podcast is amplifying same-sex love story narrative in India

<https://yourstory.com/weekender/spotify-india-podcast-shuddh-desi-gay-same-sex-love/amp>

Lend Your Queer Ears To These 5 Fab Podcasts On LGBTQ Matters

<https://in.bookmyshow.com/buzz/blog/Streaming/lgbt-podcasts>

7 Indian Queer Writers And Their Works

<https://www.shethepeople.tv/lgbtqia/7-indian-queer-writers/>

11 Queer books from India you must read:

<https://shereads.com/11-queer-books-from-india-you-must-read/>

12 LGBT Stories By Indian Authors That Everyone Should Read

<https://www.buzzfeed.com/rohinibanerjee/12-lgbt-stories-by-indian-authors-that-everyone-should-read>

40 Fantastic LGBT Books to Read This Pride Month

<https://www.goodhousekeeping.com/life/entertainment/g27814264/best-gay-lgbt-books/>

115 LGBTQ Authors Share the Books that Changed Their Lives

<https://www.oprahdaily.com/entertainment/books/g27455697/best-lgbtq-books-ever/>



Content Checklist

Message Body

- Write in plain English.
- Use short paragraphs.
- Avoid using acronyms and jargon.
- Left align text where possible.
- Do not use a font generator, they are inaccessible for screen readers.

Images

- Add Alt Text.
- Remember to keep Alt Text short and factual.
- Add an Image Description.
- Image Description is more descriptive and includes things like colour, texture, backgrounds etc.
- Any Text on a graphic or image should have sufficient Colour Contrast.

Video

- Always use Closed Captions.
- These should appear at the bottom of a video.
- Use accessible Sans Serif fonts like Arial, Calibri or Helvetica.
- Include a video description to describe the video in the comments.
- Always manually check captions. Automated captions aren't always reliable.

Emojis & Hashtags

- Don't replace words with Emojis.
- Don't overuse Emojis.
- Do use Emojis at the end of a sentence.
- Do use a capital letter for each new word in a hashtag.
- #camelCase or #PascalCase.



Linked in shieldsjamie

Check Colour Contrast here:

www.webaim.org/resources/contrastchecker

www.contrastchecker.com

www.userway.org/contrast

www.accessibilitychecker.org/color-contrast-checker

Add Captions Using:

Youtube Online

CapCut Online

Adobe Premier Pro App

MixCaptions App

AutoCap App

Automated Social Media

Apps

Check Website Accessibility

www.wave.webaim.org

www.accessibilitychecker.org

www.siteimprove.com/toolkit/accessibility-checker



Inclusive Hire To Retire Toolkit

In today's rapidly evolving business landscape, creating an environment that fosters diversity, equity, and inclusion is not just a moral imperative, but also a strategic advantage.

We understand the challenges you face in implementing effective DEI practices throughout the entire employee lifecycle, from recruitment to retirement. That's why we have developed this comprehensive toolkit to support HR professionals in building and sustaining an inclusive workforce.

Our DEI Inclusive Hire to Retire Toolkit offers a wealth of resources, tools, and best practices, tailored to meet the unique needs of your organization. Here's a glimpse of what it includes:

- **Recruitment Strategies:** Discover innovative approaches to attract a diverse pool of candidates, including targeted outreach, inclusive job descriptions, and unbiased screening techniques.
- **Interviewing and Selection:** Learn how to conduct inclusive interviews, assess candidates fairly, and select top talent based on merit and potential.
- **Onboarding and Orientation:** Ensure that new hires feel welcomed, valued, and included from day one through comprehensive onboarding programs that foster a sense of belonging.
- **Employee Development and Training:** Implement robust DEI training programs that empower employees to recognize biases, foster inclusive behaviors, and cultivate an inclusive workplace culture.
- **Performance Management:** Utilize performance management systems that promote fairness, transparency, and accountability, ensuring that all employees have an equal opportunity to succeed.
- **Employee Engagement and Retention:** Discover strategies to engage and retain a diverse workforce, including affinity groups, mentoring programs, and flexible work arrangements.
- **Succession Planning and Retirement:** Develop inclusive succession plans that identify and develop diverse talent, ensuring a smooth transition and continuity of your organization's values.

By investing in our DEI Inclusive Hire to Retire Toolkit, you unlock the full potential of your workforce. Research consistently shows that diverse teams drive innovation, increase creativity, and deliver better business results.

We would be delighted to schedule a meeting to provide you with more information and discuss how our toolkit can be tailored to meet your organization's specific needs. Together, we can create an inclusive workplace where every employee feels valued, respected, and empowered to contribute their best.

Desi DEI isn't rocket science but it needs all the time, love and tenderness in the world for it to be rich, juicy and awesome Soul food that cuts through differences

Most US/ Europe centric corporate look at Desi DEI as a mammoth puzzle. Thanks to this we get called upon by most overwhelmed folx who are trying to navigate their way out.

Most of them are puzzled about where to begin, what to pair up and what to leave out as per their palate and priorities

Desi Diversity can be as yummy as this thali if we include the right dishes and ingredients / correct people processes

The familiar flavours, carefully curated courses and judiciously measured portions - all of those are hallmarks of wholesome DEI narratives. Nothing can replace Homegrown Humanity & Goodness to accommodate everyone

Sadly most companies use 2 minute instant noodle approach to this immersive and highly satisfying sensory/ culinary delight

If you would like to be robust, nurturing, satisfying and memorable as a good old Indian Thali in your policies, benefits, reasonable accommodations, employee engagement initiatives and HR tech - all you have to do is ask :)

We at [6 Degrees Diversity Counsel](#) keep these sauces, recipes and master chefs (trainers) ready . Always happy to have a conversation

