

DIVERSITY, EQUITY,  
& INCLUSION

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VISION & STRATEGY



# CONTENTS

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	03
	04
	07
	12
	14





# CEO MESSAGE

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## This work is important.

And it's equally important that we are doing it the right way. This takes time. We are investing our time and resources to do this right and create real, meaningful change—not just placing a band-aid on these issues but creating programs and initiatives that will drive long-term, impactful change.

We aren't looking to settle or be average in anything that we do. We aren't setting out to deliver a mediocre platform that customers tolerate. Likewise, we aren't looking to be OKAY in the DE&I space. We want to be industry leaders, paving the way in this space to inspire our customers and competitors.



**Neil Araujo**  
CEO and co-founder  
iManage

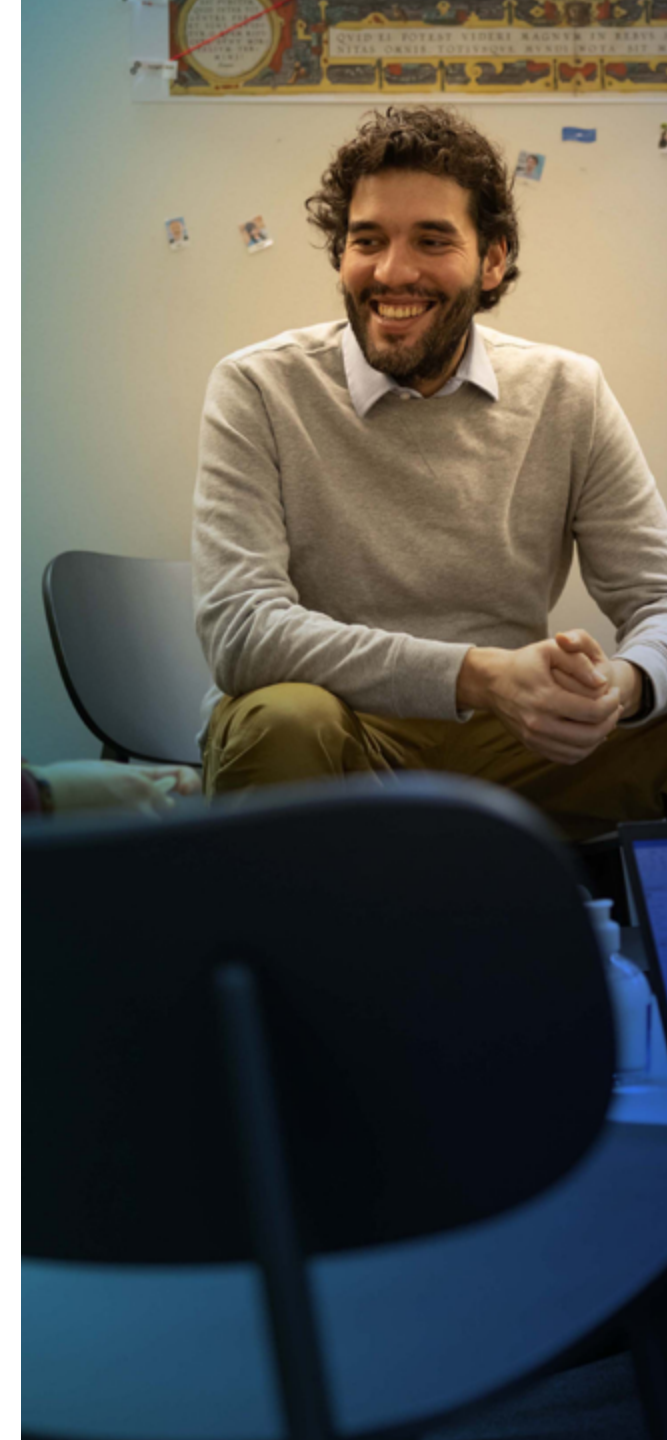


# OUR VALUES ARE AT THE HEART OF EVERYTHING WE DO

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These five company values are not just words on a wall, they are the fundamental guiding principles of how we engage with each other, our customers, and the communities in which we operate.

As we continue to grow and evolve as a company, we are being intentional with how we recognize DE&I within the framework of our existing principles. We will continue to bring our DE&I initiatives to life, interwoven with our company values that permeate our company culture, global offices, and every aspect of what it means to work at iManage.



## Defining our why



### Do the right thing

A focus on DE&I is beneficial for company culture and performance, but our motivation to improve DE&I at iManage goes beyond that. Quite simply put, it's the right thing to do.

As an organization that values Respect for People above all else, increasing our efforts around DE&I just makes sense!



### Hire & retain the best

A commitment to DE&I is no longer a nice-to-have quality for successful organizations—it is table stakes.

Both prospective hires and employees are looking for companies with robust DE&I initiatives.

We're committed to rising up to this call to action and delivering meaningful progress on DE&I initiatives.



### Follow the data

Data shows that more diverse organizations are more profitable. Ethnically and culturally diverse organizations outperform their peers financially and inclusive organizations report an increase in creativity, innovation, and openness.

Diversity of thought leads to increased innovation. This innovation gives us an edge in the market that will yield higher profits for the company.





## Reflections: Our DE&I story

With **Respect for People** being one of our core company values, our efforts and initiatives around DE&I have been in progress at iManage over the years.

However, as many individuals and organizations experienced, there were events that took place in the US during 2020, the impacts of which were felt across the world, that caused us to all take a step back and have an honest look at our society and the systemic racism and injustices that permeate throughout.

Following the murder of George Floyd, our CEO, Neil Araujo, expressed his concern for the well-being of our team as we navigated this challenging and divisive time in our history. **He encouraged self-reflection, introspection, and dialogue.**

Inspired to action by the Black Lives Matter movement and the fight against hate crimes targeted at other marginalized communities, we took our first formal steps as a company to combat racial injustice and make a more concerted effort around DE&I.



# iMPACT COMMUNITIES

## Foundation of iMPact communities

Inspired by the open dialogue around race and identity in 2020, groups of employees from underrepresented communities organically came together to form our first iMPact Communities (the iManage name for Employee Resource Groups).

These groups of employees, united by a shared experience, identity, or passion, formed to make a difference in our company and the community at large.



### Social

- Build relationships with other employees across the organization
- Provide mentorship opportunities within iMPact Community

Our iMPact Communities are driving change, education, and celebration from a grassroots level across 3 key areas:



### Company

- Promote educational events and opportunities
- Drive company-wide initiatives to promote inclusion



### Community

- Establish partnerships with external organizations
- Organize philanthropic efforts to support the larger community

**impact.**  
noun. /'im.pakt/  
1.  
have an effect on the character, development, or behavior of someone or something.  
2.  
the influence of one person, thing, or action, on another.

## iMBlack

The tragic events of police brutality made evident to everyone how prejudice and bias deprive Black people of their humanity. At the height of these events, iManage hosted a Global Town Hall to discuss the impact of these injustices on the Black employee population.

Our Black employees continued this dialogue internally, acknowledging how these biases have impeded Black people for a lifetime, and how they manifest themselves every day in business and in particular, technology. Out of these discussions, the iMBlack iMPact Community was formed.

The primary objectives of iMBlack are to foster a sense of community for Black employees within iManage, enhance avenues for Black recruitment into the iManage workforce, and bring attention to historic wrongs that Black people face even today.



“

A lot of companies pay lip service to DE&I, but over the last two years at imanage, the leadership has demonstrated that they truly want us to win by investing in and prioritizing DE&I. You can't help but be inspired by that.”



**BRIAN JONES**, Senior Director of Customer Adoption & iMBlack Co-Founder





## iMWomen

A passionate group of women came together to start a Slack channel designed to inspire, support, mentor, and uplift the women of iManage.

This organic effort developed into an iMpac Community, now known as iMWomen. Since its inception, this group has hosted global events including knowledge sharing and networking opportunities for women across the company.

The mission of iMWomen is to foster a culture of inspiration, support, and empowerment by encouraging women to “just be you.”



“

I was inspired to create a Slack channel as a beginning effort for the women at iManage to connect and share their experiences in the working world. The women joining were excited to have a voice and an outlet to talk and receive mentoring.”



**NATALIE ALESI**, Global Senior Director, Customer Success & iMWomen Co-Founder



## iMProud

iMProud iMPact Community was founded by LGBTQ+ employees from across the organization. This group seeks to cultivate a welcoming and

celebratory environment for the LGBTQ+ community at iManage while providing its members and allies with resources and education to promote positive change on a global company scale.

iMProud hosts events and activities open to all employees, while creating and promoting learning opportunities throughout the year.



I joined iMProud as a founding member to develop this space where LGBTQ+ employees and allies can collaborate, finding ways to provide our community with a greater sense of belonging and purpose so that we can thrive authentically in our work.”



**DOMINIC SIGNORELLI**, Talent Acquisition Sourcing Associate & iMProud Co-Founder



## iMCaring

iMCaring was founded by a group of employees across our global offices with a passion for philanthropy and an interest in expanding our charitable efforts.

This iMPact Community sponsors events and drives focused on giving back to the communities in which we operate.

The mission of iMCaring is to work tirelessly to close the opportunity gap to ensure equitable access to education, professional development, and supporting resources.



Founding iMCaring has helped me learn more about the gaps in our communities and put me in a position to act on it. This group allows me to explore and analyze the nuances involved in bridging opportunity gaps and gives me an appreciation for how much more we need to do to build an equitable society.”



**GANESH KRITHIKAVASAN**, Senior Product Manager & iMCaring Co-Founder





# DE&I VISION

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**We embrace differences to make a difference.**

It's simple, really.

Our ability to innovate and lead the industry is fueled by diverse thought and experience. Our employees excel when their unique perspectives are valued and sought out with intention. We want to leverage the collective intelligence of everyone. Our larger community will flourish as we create positive change, investing in and working towards equity for all.

And so we continue our journey to ensure iManage is a place we all feel safe and comfortable to be ourselves. We do this work because it's the right thing to do. And we recognize that the work is challenging, and to have a meaningful impact will take time.

**Together, we champion the change we seek in the world we serve.**

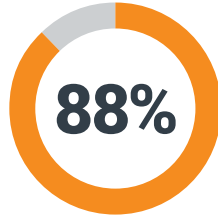
[#MakeItMeanSomething](#)



## Real talk

We know that this work needs to be done in a way that is both authentic to our people and representative of our culture. This initiative is more than just a passing project; we are committed to doing this work the right way. And the first step in this process was hearing honest feedback from our employees.

Partnering with a third-party consultant, in Fall 2021 we embarked on a thorough process to evaluate where we stand today. Through a number of activities such as detailed surveys, small focus group discussions, 1:1 interviews, and an interactive virtual session, we sought to gather honest and in-depth feedback from all populations of our employee base.



**88%** of employees are proud to work at iManage

From this assessment, we discovered that our culture and company values are a core reason our employees share a sense of pride in being part of the iManage team. However, we also uncovered pockets of inconsistency in the employee experience throughout our global workforce.

We used this to guide our areas of focus for the next stage of our DE&I work.





# FOCUS AREAS

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We are committed to the following focus areas that will inform our decisions, guide our actions, and enable us to invest in the most impactful programs and initiatives to drive the change we seek.



**Amplify awareness**



**Embrace authenticity**



**Recruit with intention**



**Invest in community**







## Amplify awareness

We must open our minds and learn from one another, shifting our perspectives and illuminating personal blind spots. We are working to elevate our employees' awareness around DE&I topics by providing learning opportunities and creating dialogue among our diverse employee population.

### What we've done...

- Listened as our Black employees shared their life experiences with racism as people of color during a powerful Town Hall
- Hosted external speakers and celebrations to heighten consciousness of global events and topics (ex: Juneteenth, transgender rights, Diwali festival, etc)
- Gathered all global Senior Leaders for a DE&I Leadership Immersion Workshop, focused on inclusive behaviors
- Completed virtual "Implicit Bias" and "Being an Upstander" training for all employees

### What we're going to do...

- Increase investment in educational events and speakers that inform employees and inspire courageous conversations
- Host "Building a People-First Culture" training for all Global Managers focused on inclusive leadership
- Launch an iMhome intranet site as dedicated resource for events, learning, and action-oriented content
- Establish Self-ID reporting strategy and develop metrics to track the progress of DE&I commitments



The more people know and talk about topics of diversity, the more informed we all become in making decisions that drive real change."



#### **KIM RUSSELL**

Senior Manager, People Ops  
& iMBlack Co-Founder



## Embrace authenticity

By fostering a community where everyone feels welcome to be themselves, our employees are encouraged to speak up knowing that their diverse perspectives are valued and respected.

We work to demonstrate inclusive behaviors by holding each other accountable, evaluating how we support a positive work environment, and ultimately ensuring that iManage is a place where everyone feels included and comfortable to be their authentic selves.

### What we've done...

- Enhanced Global Parental Leave in support of the diverse needs of different families
- Completed review of company policies to ensure they are equitable, inclusive, and tailored to various intersections of identity
- Launched four iImpact Communities to foster a more inclusive workplace around gender, ethnicity, lifestyle, and philanthropic efforts

### What we're going to do...

- Develop an escalation path to provide a clear process for anonymously raising DE&I issues or receiving coaching for handling a difficult conversation
- Establish best practices around Ways of Working for equitable and inclusive practices globally, that encourage teams to set their own boundaries in areas such as standard working hours
- Increase the number of iImpact Communities to drive a sense of belonging for underrepresented employee groups



Our core goal is to foster a work environment free of barriers to opportunity, where all employees feel welcomed, valued, and engaged. We want all our team members to participate and bring their unique talents, skills, and perspectives. It's how we can all Make It Mean Something at iManage."

**AMY NORDNESS**  
Chief People Officer



## Recruit with intention

Our goal is to increase diversity across multiple dimensions within the recruitment pipeline on all our global teams. We are focused on expanding our recruitment channels to intentionally engage with diverse talent pools, while creatively redesigning our current recruitment practices to appeal to a broader set of applicants.

### What we've done...

- Established apprenticeships for college-bound students of under-represented groups through partnerships with Genesys Works & Seneca
- Partnered with Makers Academy, a specialist coding bootcamp for career changers, to hire high-quality developers from diverse backgrounds
- Evaluated iManage job descriptions to be intentionally inclusive and reduce gender bias in job postings
- Leveraged diverse job boards to post internships to an expanded set of universities globally

### What we're going to do...

- Launch education for Hiring Managers on incorporating diverse recruiting techniques into their hiring processes
- Partner with iImpact Communities to expand our diversity recruitment channels and leverage our employee networks
- Expand partnerships with organizations that support candidates from historically marginalized communities
- Design and pilot a dedicated internship program focused on attracting talent from historically marginalized populations



Talent acquisition, in conjunction with our hiring teams, plays an important role in the success of our DE&I initiatives. We are motivated and inspired knowing that we are creating success for the future by building diverse teams.”

**KELLY CASEY**

Director of Global Talent Acquisition





## Invest in community

As a company, we have a role and responsibility to give back and create a society that is thriving and sustainable. With the intention of being a positive contributor to the world around us, we invest in the communities where we live and work and as such, contribute to a more equitable global community.

### What we've done...

- Established iMPact Community, iMCaring, focused on giving back to the communities in which we operate with a particular focus on addressing opportunity gaps
- Made financial contributions to charitable organizations in response to current events
- Created employee charity spotlights to highlight and financially support employees' dedication to philanthropic causes

### What we're going to do...

- Organize global charitable events for all employees to participate in throughout the year
- Launch development & mentorship opportunities for diverse groups of individuals with alternative education and professional experience
- Assess additional programs and support for employees to encourage volunteering in their local communities and for topics for which they are passionate

### Highlights of charitable activities:

<p>Assistance for displaced children and humanitarian needs in Ukraine</p>	<p>Support for individual rights and liberties through the ACLU</p>	<p>Education of children from marginalized communities in Haiti through Lumen Vitae</p>
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I've always been passionate about education and giving back. At iManage, we have a wealth of resources & skills available; it's very rewarding to be able to focus some of that on giving back to impact our communities on a larger scale."

### THOMAS FOOKES

Senior Technical Consultant & iMCaring Co-Founder



#I make it mean  
something



**iManage**

Making knowledge work