



safety respect equity

SRE Network Standards Self-Assessment

Introduction

Thank you so much for taking the time to complete SRE's Standards Self-Assessment (SSA)! The SSA is a voluntary tool designed to help organizations reflect on their progress toward becoming safer, more respectful, and more equitable. It is available for your organization to complete on your own time.

The Purpose

The SSA is an annual accountability and learning opportunity for your leadership to assess your organization's progress and areas for continued growth on your journey towards implementing [the SRE Network Standards](#).

The Guiding Values

- **Safety:** Our environments are free from harassment, abuse, and violence.
- **Respect:** We each engage one another with the Jewish value of *kavod habriyot*, which recognizes the inherent dignity of each and every person.
- **Equity:** All people are treated fairly. Meaningful pathways and access to opportunities and advancement are provided to close demographic disparities.

Taking the Assessment

- The assessment will take you ~30 to 40 minutes to complete.
- We recommend that the person(s) who manages your organization's s, r, and e work complete the SSA.
- We are no longer scoring the SSA. Rather, please let these questions spark reflection and conversation.

Following the Assessment

- After completing the assessment, we recommend discussing the results openly and honestly with your staff. Together, you can celebrate your strengths and determine where there is room for improvement.

If you have any questions, please contact info@srenetwork.org.

Leadership and Accountability

This section will assess how your leadership is advancing your organization's safety, respect, and equity work. For this self-assessment, we define leadership as the key representatives of the organization, which often includes senior management and the board.

- Does the leadership of your organization communicate the importance of a diverse and inclusive workplace that is free of discrimination and harassment?
- Does your workplace conduct an internal audit, climate survey, cultural assessment, or engagement survey of employees (e.g., Leading Edge survey) to assess and address workplace risk factors regarding discrimination and harassment?
- Does the leadership of your organization take thoughtful and effective action based on the findings of your climate survey? Does the leadership communicate those action steps with employees and the board?
- Has the leadership of your organization communicated your SRE Network membership commitment, including the Standards, with your staff and board?
- Does the leadership of your organization communicate clear annual goals and objectives to intentionally create and sustain a safe, respectful, and equitable culture and climate?
- Does the leadership of your organization allocate time, money, and resources annually to prioritize each of the following areas?
 - **Safety:** Environments are free from harassment, abuse, and violence.
 - **Respect:** People engage one another with the Jewish value of kavod habriyot, which recognizes the inherent dignity of each and every person.
 - **Equity:** All people are treated fairly. Meaningful pathways and access to opportunities and advancement are provided to close demographic disparities.
- Which of the following areas has your leadership prioritized addressing?
 - Accessibility for people with disabilities
 - Class equity
 - Gender equity
 - LGBTQ+ equity
 - Racial equity

Policies and Guidelines

This section will assess if your organization has certain clear, written policies, how your organization communicates these policies, and if these policies are easily accessible.

- Does your organization have a written anti-harassment policy?
- Is your anti-harassment policy communicated to staff at least once a year?
- Is your anti-harassment policy easily accessible (e.g. on the organization's website)?

- Do your organization’s policies:
 - Include examples of the behaviors you want to discourage and promote?
 - Prohibit harassment on and off your work site?
 - Prohibit romantic relationships between supervisors and their subordinates?
- Does your organization have a written non-discrimination policy?
- Is your organization’s non-discrimination policy communicated to staff at least once per year?
- Is your organization’s non-discrimination policy easily accessible (e.g. on the organization’s website)?
- Do your organization’s policies outline the necessary procedures needed to implement those policies?
- Does your organization have written policies that include fair and equitable hiring and advancement practices?
- Are your organization’s fair and equitable hiring and advancement policies communicated to staff at least once per year?
- Are your organization’s fair and equitable hiring and advancing policies easily accessible (e.g. on the organization’s website)?
- Does your organization have policies that:
 - Provide parental caregiving leave equally to all parents, regardless of gender
 - Provide medical leave to birth parents
 - Provide reasonable accommodations to employees with disabilities

Pay Equity

This section will gather information on your organization’s pay equity practices.

- Has your organization developed a compensation philosophy that reflects its approach to salary adjustments and promotions?
- Has your organization clearly communicated a compensation philosophy to its employees?
- Does your organization include hiring salaries or salary range and benefits in all job descriptions?
- Does your organization have established salary bands for all existing paid roles?

Reporting and Response

This section will assess your organization’s procedures, processes, and communications regarding reporting, tracking, investigation, and responding to complaints of harassment or discrimination.

- Does your organization have a process in place whereby individuals can report discrimination or harassment?
- Does your organization’s reporting process include multiple points of access for reporting (e.g. through CEO, direct supervisor, ombudsperson, other manager, and/or HR department)?

- Are your organization's reporting and response procedures communicated to staff at least once per year?
- Does your organization have a process that requires the organization to respond to complaints of discrimination and harassment?
- Does your organization communicate the process for responding to complaints of discrimination and harassment to the key parties (complainants and respondents), including anticipated steps, timing, expectations, and outcomes?
- Does your organization have reporting and response procedures that:
 - Empowers employees to report discrimination or harassment that they witness or experience
 - Encourages bystander intervention
 - Prohibits retaliation against those who report
- Does your organization have a process for investigating complaints of discrimination and harassment?
- Are the individuals who conduct investigations into discrimination and harassment trained in conducting investigations of this nature?
- Upon completion of an investigation, does your organization have procedures that require the key parties (complainants and alleged respondent) to be informed of the findings?
- For instances in which harassment, discrimination, or other misconduct have been found to have occurred, and the individual responsible is still actively connected to the organization, do your organization's policies outline procedures for applying appropriate consequences for that individual? (e.g. following the making of an inappropriate joke) to termination (e.g. following sexual assault). This range should be documented as part of your policies.
- For instances in which harassment, discrimination, or other misconduct have been found to have occurred, does your organization have procedures that include instituting appropriate corrective measures at the organizational level? Corrective measures include policy revision, training, culture change efforts, etc.

Education and Training

This section will assess the education and training your organization provides to staff, including the content covered, frequency, tailoring content to your audiences, and other details

- Does your organization provide training and education to employees regarding your non-discrimination and anti-harassment policies?
- Does your organization provide training and education to employees regarding your reporting systems?
- Are the above two trainings offered to all new hires within 60 days of their start date?
- Does your organization's trainings on discrimination and harassment address the issue of intersectional discrimination and harassment? (e.g. discrimination and harassment can be based on more than one marginalized identity.)

- Are organizational leaders, supervisors, and managers required to complete a training about their unique legal obligations and responsibilities to prevent and respond to discrimination and harassment?
- Does your organization conduct other trainings around preventing and addressing discrimination and harassment (e.g. implicit or unconscious bias, bystander intervention, workplace civility)?
- What are the intervals at which your organization conducts staff trainings on safety, respect, and equity issues? Are trainings conducted by qualified trainers and tailored to your workplace?
- Do your organizational trainings cover content that goes beyond the legal obligations of the organization and individuals?

Additional Questions

These are questions to guide discussion with your leadership team and staff.

- Which of the four areas of the SRE Standards do you consider your organization's strengths?
 - Leadership & Accountability
 - Policies & Guidelines
 - Reporting & Response
 - Education & Training
- Provide example(s) of your organization's work in the one to two areas you selected above.
- Which of the four areas of the SRE Standards is your organization seeking to improve upon in the coming year? Provide details about your organization's priorities for improvement.

Thank you so much for taking the time to complete this assessment and reflection on your organization's safety, respect, and equity work. We are so grateful to be on this journey together! Please [reach out](#) with any questions.