## U.S. House of Representatives Select Subcommittee on the Coronavirus Crisis

James E. Clyburn, Chairman

## **Workforce Gender Equity Survey**

## Instructions for completing survey:

- \*This workbook contains a tab labeled "Survey" that the Select Subcommittee requests your company complete with requested data on the demographics of, benefits available to, and employment actions affecting your company's employees in the United States. The Select Subcommittee requests that you provide data for three time periods: 2019, 2020, and 2021. Please create a copy of the "Survey" tab for each time period, and indicate in cell B2 of each copy the year for which data are being provided. Please provide data for the full calendar year (e.g., for 2019, please provide data for January 1, 2019 through December 31, 2019).
- \*Please complete the survey in the format provided herein. Please do not provide the data in a different format or respond to questions other than those asked. To the extent that your company collects and would like to provide data other than that called for by this survey, please complete this spreadsheet in its entirety and provide the additional information separately.
- \*If you have employees that fall into multiple demographic categories, include those employees in each applicable category.
- \*Counts should include all employees that worked during a given year, even if they departed prior to the end of the year.
- \*If your company does not collect or have access to a given category of data, please enter the text "Data unavailable." In the cover letter accompanying your response to the survey, please include an explanation as to why the data are unavailable.
- \*If you are uncertain as to the information sought within a certain category requested in this form, please contact the Select Subcommittee staff immediately for guidance via the contact information provided in the letter accompanying this survey. Please do not leave the data fields blank.

			Hourly Employees											Salaried Employees									
Employ	Employment Data - [Please Specify Year]		Furloughed for a or part of this year		Terminated this year	Voluntary departure (quit, resign, or retire)		Employee scheduled for fewer than 20 hours per week, for four or more consecutive weeks this year (excluding periods of furlough or formal	Offer to rehire (with same or higher position and wage, and on a permanent basis) made this year	Offer to rehire (with same or higher position and wage, and on a permanent basis) accepted this year	Hourly wage increased† (other than as required by law) during this year	Promoted to higher seniority level† during this year	Employed at any point this year	Furloughed for all or part of this year	Laid off this year	Terminated this year	Voluntary departure (quit, resign, or retire) this year	Salary reduced	Change from full- time (40+ hours per week) to part- time (fewer than 40 hours per week) for all or part of this year	Offer to rehire (with same or higher position and salary and on a permanent basis) made this year	Offer to rehire (with same or higher position and salary and on a permanent basis) accepted this year	Salary increased† during this year	Promoted to higher seniority level† during this year
	Total																						
	White Black or African American													H									
	Asian																						
	Native American																						
	Native Hawaiian or other Pacific																						
	Islander Two or more races*																						
	Race other than listed above													H									
	Race unknown/not provided																						
	Hispanic/Latino																						
	Not Hispanic/Latino																						
	Ethnicity unknown/not provided Has disability																						
	LGBTQ+																						
	Transgender																						
	Aged 50 or older Access to paid sick leave																						
MALE	Access to paid sick leave Access to paid family or caregiving													1									
	leave of at least four weeks																						
	Took family or caregiving leave at the																						
	company this year																						
1	Option to work remotely available to employee		1																				
1	Employee used full-time remote work																						
	option at some point this year																						
	Employee used part-time remote																						
	work option at some point this year																						
	Guaranteed seven or more days'																						
	notice to employee of mandatory shifts												N/A	N/A 1	N/A N	I/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Guaranteed pay for shifts cancelled			-									N/A	N/A I	4/A N	VA.	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	by employer without seven or more																						
	days' notice												N/A	N/A I	N/A N	I/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Total																						
	White Black or African American																						
	Hispanic or Latino			-																			
	Asian																						
	Native American																						
	Native Hawaiian or other Pacific Islander																						
	Two or more races*																						
	Race other than listed above																						
	Race unknown/not provided Hispanic/Latino																						
	Not Hispanic/Latino			-																			
	Ethnicity unknown/not provided																						
	Has disability																						
	LGBTQ+ Transgender													H									
	Aged 50 or older																						
FEMALE	Access to paid sick leave																						
	Access to paid family or caregiving leave of at least four weeks																						
	Employee took family or caregiving																						
1	leave at the company this year  Option to work remotely available to													1									
	employee																						
1	Employee used full-time remote work																						
	option at some point this year																						
	Employee used part-time remote																						
	work option at some point this year													1		ı		1	1		1		
	Guaranteed seven or more days' notice to employee of mandatory																						
	shifts												N/A	N/A I	N/A N	I/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
1	Guaranteed pay for shifts cancelled																						
1	by employer without seven or more		1																				
	days' notice												N/A	N/A 1	N/A N	I/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
1	Total White						_							$\vdash$									
1	Black or African American													1				<b>-</b>					
1	Asian																						
	Native American																						
1	Native Hawaiian or other Pacific Islander																						
1	Two or more races*																						
1	Race other than listed above																						
1	Race unknown/not provided						_							$\vdash$									
1	Hispanic/Latino Not Hispanic/Latino													1									
1	Ethnicity unknown/not provided																						
1	Has disability																						
1	LGBTQ+ Transgender													1	-			1					
L_	Aged 50 or older																						

OTHER	Access to paid sick leave																	
	Access to paid family or caregiving																	1
	leave of at least four weeks								ļ	ļ							ļ	
	Employee took family or caregiving																	
	leave at the company this year																	
	Option to work remotely available to																	
	employee																	
	Employee used full-time remote work					1				1			1			1		
	option at some point this year																	
	Employee used part-time remote																	
	work option at some point this year																	
	Guaranteed seven or more days'										•	•	•	•	•			
	notice to employee of mandatory																	
	shifts							N/A										
	Guaranteed pay for shifts cancelled																	
	by employer without seven or more																	
	days' notice							N/A										
SEX	(/GENDER UNKNOWN - Total					1		ļ			-						1	₩
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	te, in the cover letter accompanying your I to the employee's situation as of the be									1				1				