

Indicators

G4-LA12

COMPOSITION OF GOVERNANCE BODIES AND BREAKDOWN OF EMPLOYEES PER EMPLOYEE CATEGORY ACCORDING TO GENDER, AGE GROUP, MINORITY GROUP MEMBERSHIP, AND OTHER INDICATORS OF DIVERSITY

- a. Report the percentage of individuals within the organization's governance bodies in each of the following diversity categories:
 - Gender
 - Age group: under 30 years old, 30-50 years old, over 50 years old
 - Minority groups
 - Other indicators of diversity where relevant
- b. Report the percentage of employees per employee category in each of the following diversity categories:
 - Gender
 - Age group: under 30 years old, 30-50 years old, over 50 years old
 - Minority groups
 - Other indicators of diversity where relevant

GUIDANCE

Relevance

This Indicator provides a quantitative measure of diversity within an organization and can be used in conjunction with sectoral or regional benchmarks. The level of diversity within an organization provides insights into the human capital of the organization. Comparisons between broad workforce diversity and management team diversity also offer information on equal opportunity. Detailed information on the composition of the workforce also helps in assessing which issues may be of particular relevance to certain segments of the workforce.

Compilation

Governance bodies

Identify the governance bodies that exist within the organization, such as the board of directors, management committee, or similar body for non-corporate organizations.

Identify the total number of individuals and/or employees who comprise these governance bodies and analyze this information using the following diversity categories listed below:

- Gender
- Age group: under 30 years old, 30-50 years old, over 50 years old
- Minority groups
- Other indicators of diversity where relevant

Identify any other indicators of diversity used by the organization in its own monitoring and recording that may be relevant for reporting.

Employee categories

Identify the total number of employees in each employee category. A number of calculations are undertaken to report on employee categories. These calculations are specific to each organization. For further Guidance see the 'employee category' definition.

The total number of employees matches that reported in G4-10.

Identify the total number of employees within each category by:

- Gender
- Age group: under 30 years old, 30-50 years old, over 50 years old
- Minority groups
- Other indicators of diversity where relevant

Identify any other Indicators of diversity used by the organization in its own monitoring and recording that may be relevant for reporting.

↓ G4-LA12 CONTINUED

Definitions

See Glossary in *Implementation Manual*, p. 244

- [Employee](#)
- [Employee category](#)
- [Governance bodies](#)
- [Indicators of diversity](#)

Documentation sources

Potential sources of information include employee records and minutes of equal opportunity committees.