



**Supplier
Diversity
Program
Handbook**

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A. OVERVIEW

WHAT WE BELIEVE

We believe that including diverse suppliers in our sourcing process provides us the greatest opportunity to develop the most innovative, highest quality, and most cost-effective business solutions. Through direct experience, we know this strengthens our company on the inside and supports communities on the outside. We strive to ensure that our business leaders have a broad understanding of the business case for working with diverse suppliers and the competitive advantage that a robust Supplier Diversity process provides the company. We strive to offer equal opportunity for diverse suppliers that are underrepresented to participate. We invite you to be part of the magic!

HOW WE DO IT

Identification - We identify minority, woman, LGBTQ, and/or disabled owned enterprises businesses that are capable of meeting our business requirements.

Due Diligence - We validate diverse status through certification compliance. We use WeConnect, MSD China and local authorities to verify certification.

Outreach - We strive to seek diverse suppliers through participation in advocacy groups and trade shows. We also provide an open platform for potential diverse suppliers to update their company profile with us.

B. SUPPLIER

UPDATE YOUR PROFILE WITH US

When there is a need, our sourcing professionals utilize our [potential supplier portal](#) to identify new suppliers. When there is a match for our business need and your commodity based on the information and capabilities you provide, we can contact you directly.

It is important that you keep your company profile current in the [potential supplier portal](#) to allow our sourcing professionals to find you easily.

C. DEFINITION & CERTIFICATION

Type	Definition	3rd party Certification in Hong Kong
Woman owned business	<ul style="list-style-type: none"> • 51% women owned & controlled 	<ul style="list-style-type: none"> • WEConnect • MSD China
Disabled person owned business	<ul style="list-style-type: none"> • 51% Disabled person owned & controlled, or • Disabled employees / trainees not less than 50% of total employees 	<ul style="list-style-type: none"> • MSD China • Labour and Welfare Bureau (Registration card for people with disabilities) • Social Welfare Department (“Enhancing Employment of People with Disabilities through Small Enterprise” Program)
Ethnicity minority business	<ul style="list-style-type: none"> • 51% ethnicity minority owned & controlled, or • 30% ethnicity minority employees 	<ul style="list-style-type: none"> • MSD China
LGBTQ owned business	<ul style="list-style-type: none"> • 51% owned and controlled by a Lesbian, Gay, Bisexual, Transgender or Queer person or persons 	<ul style="list-style-type: none"> • NGLCC does not have affiliates in Hong Kong

Website of Certification body

Certification body	Reference
WEConnect	https://weconnectinternational.org
MSD China	https://msdchina.org.cn/
HKSAR ➤ Labour and Welfare Bureau	Registration card for people with disabilities issued by Labour and Welfare Bureau
HKSAR ➤ Social Welfare Department	Information on “Enhancing Employment of People with Disabilities through Small Enterprise” and list of NGO supporting the program

D. CONTACT US

For any questions about supplier diversity, please contact HKDLProcurement-operations@disney.com.

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