



## DIVERSITY AND INCLUSION CHECKLIST

### The Adjutant General's Checklist for Diversity and Inclusion

#### State Joint Diversity Executive Council (JDEC) Implementation

1.  Have you personally communicated to your organization that diversity and inclusion is a top priority for you? (Goal #2)  
 Can a statement of your commitment be found on your internet homepage (or on a link configured on your homepage)?
2.  Does your state have a Joint Diversity Executive Council (JDEC) appointed by you that meets at least quarterly to focus on Diversity and Inclusion issues? (Goals #2, #3)  
 Does your state JDEC include senior leaders from all of your major commands (both Army & Air)?  
 Do you make it a point to periodically attend meetings of your state JDEC to provide your personal guidance and show support?
3.  Do you have a state Diversity & Inclusion Plan that identifies specific goals that tie directly to the 4 goals listed in the NGB Diversity & Inclusion Strategic Plan? (Goals #1, #2, #3, #4)
4.  Is someone briefing you on a regular basis regarding your state's compliance with the goals (both state & NGB) listed above? (Goals #1, #3, #4)
5.  Have you identified demographic groups present in your state that are underrepresented in your Air and/or Army Guard? (Goal #1)  
 If so have you developed a strategy to improve the representation of those demographic groups in your organization?
6.  Have you appointed a general officer to represent your state in the regional JDEC group that you are assigned to? (Goal #3)  
 Does this G.O. (or a substitute) actively participate in the quarterly regional JDEC meetings to collaborate on issues of common concern and share best practices?
7.  Do members of your Air & Army Guard participate in activities/meetings of outside (civilian) diversity groups in your state? (Goal #3)
8.  Does your state take advantage of diversity training available through the National Guard Bureau or outside sources? (Goal #3)
9.  Is your state willing to expend funds (state or federal) to pay for diversity & inclusion training from time to time? (Goals #2, #3)
10.  Do you have a formal (or informal) mentoring program in your state designed to assist talented young officers and NCOs in reaching the highest leadership positions possible? (Goals #2, #4)

NOTE: The term "State" when used in this checklist includes Territory and the District of Columbia.