



**Washington State  
Department of Transportation**

# OPEN YOUR EQUITY LENS



## TRANSFORMING OUR WORK

Whose voice is missing from the table? How can we overcome that?

Who will benefit from our action or project, who might disagree with it?

What bias(es) do I have that may impact this decision/outcome?

What information do we need to evaluate the possible impacts of this proposal?

How do our messages foster inclusion, respect, and equity? Are these messages accessible to a broad audience?

What are the policy's strengths and shortfalls in addressing equity and inclusion concerns? How can we mitigate these shortfalls?

*Employees can use these questions to make more equitable decisions and increase equitable outcomes.*



## WORKFORCE CULTURE AND RETENTION

Do I encourage dialogue, full participation, and feedback from those who are different from me?

Do I consider potential barriers to participation and decision-making, and work to minimize them?

Is our team representative of the population we are serving? What steps can we take to ensure we include diverse perspectives?

When I interact with people, do I check my stereotypes and assumptions?

## HIRING AND RECRUITMENT



Do job requirements and selection criteria unnecessarily limit who would qualify?

Are interview panels composed of individuals who bring diverse backgrounds and experiences relevant to the position?

Do all employees have equitable access to professional development and training?

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**Americans with Disabilities Act (ADA) Information:** This material can be made available in an alternate format by emailing the Office of Equal Opportunity at [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) or by calling toll free, 855-362-4ADA(4232). Persons who are deaf or hard of hearing may make a request by calling the Washington State Relay at 711.



# EQUITY RESOURCES

⋮ Employees should use the resources and definitions below to enhance their understanding of equity and take action to make WSDOT a more equitable organization.

## ONLINE RESOURCES

### DEI at WSDOT

Strategic Plan, Diversity Advisory Group Contacts, Policies and Directives, Anti-Racism Resources  
<https://wwwi.wsdot.wa.gov/human-resources/diversity>

### OFM-State Human Resources

Glossary of DEI Terms, DEI Competencies, Language Guides, and Business Resource Groups  
<https://ofm.wa.gov/state-human-resources/workforce-diversity-equity-and-inclusion>

### WSDOT Online Map Center

DEI data available  
<https://wsdot.maps.arcgis.com>

### WSDOT Skillsoft DEI Learning Path

Visit your Washington State Learning Center portal  
<https://sowa.sumtotal.host>

## DEFINING TERMS

- ⋮ DEI – diversity, equity, and inclusion
- ⋮ **Diversity** – the presence of differences within a given setting, or group.
- ⋮ **Equity** – acting to promote fairness of opportunity for all people. This means removing barriers in day-to-day decisions, existing practices, and laws that deny everyone from fully participating in society.
- ⋮ **Bias** – judging or preferring one group over another.
- ⋮ **Inclusion** – acting to ensure everyone can participate in a group, organization, or community.
- ⋮ For expanded definitions on these terms, refer to the “Diversity, Equity, and Inclusion – Glossary of Equity-Related Terms” found here: [Office of Financial Management DEI Committee Documents](#)

"Supported and empowered by leadership, WSDOT’s employees are responsible for listening, learning, and leading change, in pursuit of the agency’s goal of an inclusive workplace culture and a transportation system that is equitable for all users."

Secretary's Executive Order E 1119.00