

LATINA *Style* 50

27th Anniversary

The 50 Best Companies for Latinas to Work for in the United States

The August issue of *LATINA Style* will feature its 27th Annual *LATINA Style* 50, a report on the Top (50) Companies providing the best career opportunities for Hispanic women in our country.

PLEASE COMPLETE THIS SURVEY USING 2023 INFORMATION ONLY.

All completed materials must be received no later than **Friday, June 14, 2024.**

CONFIDENTIALITY CLAUSE:

LATINA Style, Inc. upholds a rigorous commitment to safeguarding the confidentiality of the contact information you provide. The contact information collected is exclusively utilized for research and analytical purposes. Under no circumstances will *LATINA Style, Inc.* disclose, disseminate, sell, or distribute company employee contact information without your consent, except as expressly detailed in the questionnaire.

General Information

Company Name (as you would like it to be listed in all press materials):		
Please Indicate Participation with the Survey: <i>First Time:</i> YES <input type="checkbox"/> NO <input type="checkbox"/> <i>Most Recent Year:</i>		
Person Completing Survey/Primary Survey Contact:		
Title:	Department:	
Address:		
City:	State:	ZIP:
Phone:	Email:	
Company Website:		
Company CEO/President:		
Company Headquarters:		
City:	State:	ZIP:
Phone:	Email:	
CEO/President's Executive Assistant:		
Address:		
City:	State:	ZIP:
Phone:	Email:	

LATINA *Style* 50

Company Classification

What is the nature of your company's primary business?

- | | |
|---|--|
| <input type="checkbox"/> Accounting | <input type="checkbox"/> Food, Beverage (manufacturing) |
| <input type="checkbox"/> Advertising, Marketing, Public Relations | <input type="checkbox"/> Health Care (including hospitals, medical equipment) |
| <input type="checkbox"/> Apparel, Textile (manufacturing) | <input type="checkbox"/> Hospitality |
| <input type="checkbox"/> Automobile, Automotive Parts (manufacturing) | <input type="checkbox"/> Insurance (includes life, health, property, and casualty) |
| <input type="checkbox"/> Biotechnology | <input type="checkbox"/> Pharmaceuticals |
| <input type="checkbox"/> Chemicals | <input type="checkbox"/> Petrochemicals |
| <input type="checkbox"/> Commercial Banking | <input type="checkbox"/> Retail (all categories) |
| <input type="checkbox"/> Computer Peripherals, Data Services | <input type="checkbox"/> Scientific, Photographic |
| <input type="checkbox"/> Software | <input type="checkbox"/> Equipment Soaps, Cosmetics (manufacturing) |
| <input type="checkbox"/> Computers, Office Equipment | <input type="checkbox"/> Telecommunications |
| <input type="checkbox"/> Diversified Financial Services/Company | <input type="checkbox"/> Toys, Sporting Good (manufacturing) |
| <input type="checkbox"/> Electronics (manufacturing) | <input type="checkbox"/> Utilities |
| | <input type="checkbox"/> Other: _____ |

IMPORTANT NOTICE:

If you are unable to answer a question or provide the relevant information, kindly ensure that you indicate it with "N/A." Please be aware that any unanswered question (i.e., not marked with "N/A") will result in a negative scoring outcome.

PART I - Employee Statistics

1. EMPLOYEE COUNT

	# of employees		% of total employees	
	2022	2023	2022	2023
Total Hispanic Women in company:				
Total Hispanics (Women + Men) in company:				
Total Women in company:				
Total Employees in company:				100%

2. CORPORATE RANKS

Do Hispanic Women, Hispanics, or Women hold any of the following top positions in the company? Place the number of members where applicable.

TITLE	Hispanic Women (#)	Hispanic Men (#)	Women (#)	New this year (#)	N/A
Board of Directors: *Total number: _____					
Chairman/CEO					
Vice Chairman					
President/COO					
Chief Financial Officer					
Corporate Counsel					
Chief Diversity Officer					
Chief Marketing Officer					

LATINA *Style* 50

2a. Please list Hispanic Members currently serving on your company's Board of Directors:

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PART II - Recruitment and Procurement Policies

3. HIGHEST RANKING HISPANICS

Please list Top 5 Ranking Hispanics (male & female) in your company. Please list by position.

NAME	TITLE	DEPARTMENT

NOTICE:

We acknowledge that companies may have diverse organizational structures, which may lead to multiple Latinas holding the 'Highest Ranking Position' simultaneously. To accommodate this, you are permitted to submit up to three Highest Ranking Latina Forms, each on a separate form. For companies ranked within the Top 12, LATINA *Style* will select one Latina for a magazine feature. Please consider this while completing the information below and the Highest-Ranking Latina form.

4. If LATINA *Style* Magazine were to produce a feature related to your industry, who should we consider as the Highest-Ranking Latina available for an interview? _____

4a. How many organizational levels separate the Highest-Ranking Latina from the President/CEO? (e.g., Is she a direct report, one level away, or two levels away?)

4b. Have any High-Ranking Latinas been promoted this year? YES NO

4c. If answer is YES, please provide name and the new title of the promoted Latina:

NAME	TITLE	DEPARTMENT

IMPORTANT NOTICE:

The Latina *Style* 50 Awards Ceremony is among the most prestigious events within the Hispanic community. It is imperative that a highest-ranking Latina from your company attends the ceremony to accept the award. Failure to have a representative present will result in your company's disqualification from survey submission for one year. The awards ceremony is scheduled for May, 2025, in Washington, D.C.

Please signify your acknowledgment of this clause by initialing below: _____

ENSURE THAT THE INFORMATION PROVIDED ABOVE CORRESPONDS WITH THE DETAILS PROVIDED IN THE 'HIGHEST RANKING LATINA FORM'

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Key Contact for Diversity Equity & Inclusion or Chief Diversity Officer:		
Title:	Department:	
Address:		
City:	State:	ZIP:
Phone:	Email:	

5. HISPANIC AFFINITY GROUPS

Does your company have a Hispanic Employee Resource Group or Association?

YES

NO

Nominations for the 2024 Employee Resource Group of the Year award are to be submitted with this survey.

5a. If YES, please list all Hispanic Employee Associations within your company:

5b. Please describe some the primary objectives and recent activities of your Hispanic Employee Resource Group or Association.

President of the Hispanic Employee Resource Group:		
	Department:	
Address:		
City:	State:	ZIP:
Phone:	Fax:	
Email:		

6. RECRUITMENT

How and where does your company actively recruit Hispanic Women?

Please explain recruitment policies pertaining to Hispanic Women below.

LATINA *Style* 50

6a. Does your company have a specific program in place for recruiting Hispanic women? YES NO

If yes, please name each program endorsed by your company.

1.
2.
3.

7. Does your company have a dedicated program to recruit transitioning military personnel? YES NO

Key Contact Person for Recruitment Opportunities for VETERANS, RESERVES, ETC.		
Name:	Department:	
Title:	Address:	
City:	State:	ZIP:
Phone:	Fax:	
Email:		

7a. Does your company utilize recruitment advertising in any of the following Hispanic media or recruitment outlets?

Please mark with an "X" or ✓ where applicable and provide the name for each selected media.

Newspapers		
Magazines		
Television		
Radio Stations		
Websites		
Search Firms		
Social Media		

8. MINORITY/DIVERSITY PROCUREMENT PROGRAM

Does the company have a Minority Supplier Development Program? YES NO

PART III – Employee Benefits

9. ALTERNATIVE WORK POLICIES

Does your company have any of the following alternative work policies? YES NO

Place an X or ✓ where applicable.

Traditional Flextime - the employee can change start and end times periodically	
Daily Flextime - the employee can change start and end times on daily basis	
Compressed Work Week - the employee can put in 40 hours in less than 5 days (e.g., four 10- hour days)	
Telecommuting/Work at Home- working from home with a computer hook-up	
OTHER:	

LATINA *Style* 50

10. PROFIT SHARING

- 10a. Does your company have a profit-sharing program? YES NO
 If YES, what percent of the 2023 annual profits was allocated to employees? _____ %
- 10b. Which employees are eligible to participate in the profit-sharing program? Salaried Hourly
- 10c. Does your company present any awards to deserving employees? YES NO
- 10d. Does your company offer monetary awards or bonuses to employees? YES NO
 If YES, what is the average amount per employee awarded? \$ _____

11. HEALTH BENEFITS

- 11a. Does your company offer a health insurance plan to all full-time employees? YES NO
- 11b. Does your company offer a health insurance plan to all part-time employees? YES NO
- 11c. What percentage of the employee's premium for personal coverage does your company cover? _____%
- 11d. What percentage of the employee's premium for family coverage does your company cover? _____%
- 11e. What percentage of your workforce is currently without health care insurance? _____%

PART IV – Advancement Opportunities for Women

12. TASK FORCE PROGRAMS

- 12a. Does your company have a Task Force program that addresses women's workplace issues? YES NO
- 12b. How is the Task Force structured: Please mark with an X or ✓ where applicable.
 INTERNAL FORMAL EXTERNAL INFORMAL

Please name each Task Force Program offered by your company:

1.	
2.	
3.	

Key Contact Person for the Task Force Program:		
Title:	Department:	
Address:		
City:	State:	ZIP:
Phone:	Email:	
Website:		
Who oversees the Task Force Program?		
Title:	Department:	
Phone:	Email:	

LATINA *Style* 50

► How are the objectives of the Task Force established and measured?

12c. Is the company's women task force inclusive of Latinas?

YES

NO

Please note that nominations for the 2024 LATINA Executive of the Year award should be submitted with this survey.

13. MENTORING PROGRAMS

13a. Does your company have a Mentoring Program designed to facilitate the advancement of female employees?

YES

NO

14. LEADERSHIP TRAINING & CAREER COUNSELING

14a. Does your company support the sponsorship of women in management or leadership training programs?

YES

NO

14b. Does your company maintain a Fast Track Program aimed to accelerate potential promotions for Latina employees?

YES

NO

If yes, please provide the program's name and an explanation of its policy:

Key Contact Person for the Fast Track Program:		
Title:	Department:	
Address:		
City:	State:	ZIP:
Phone:	Email:	
Website:		

LATINA *Style* 50

15. CONTINUOUS EDUCATION OPPORTUNITIES

Does your company offer reimbursements for continuous education?

YES

NO

If YES, please specify the annual reimbursement amount?

\$ _____

OR

_____ %

15a. Which employees are eligible to participate in continuous education programs? Salaried Paid Hourly Paid

16. AWARDS AND RECOGNITIONS

16.a Did your company receive any awards or recognitions in 2023?

YES

NO

If YES, please provide a list of awards and recognitions received.

1.
2.
3.
4.
5.

17. IN YOUR OWN WORDS

17a. Please provide your company's CEO/President's diversity mission statement below. The CEO/President must sign in the signature box provided below to verify the statement and survey information.

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Print Name:	Title: Chief Executive Officer
Signature:	Date:

LATINA *Style* 50

Thank you for your valuable participation in LATINA *Style*'s "50 Best Companies for Latinas to Work for in the United States" Survey. We are excited to collaborate with you and your team to ensure that Latinas can fully benefit from the opportunities your company offers.

DEADLINES

To meet our publishing schedules, all completed materials must be emailed or postmarked no later than **Friday, June 14, 2024**. Please note that extensions beyond this date cannot be accommodated.

Please make sure to include this completed checklist with your company's submission and send all materials to:

**EMAIL: LS50@latinastyle.com
with a courtesy copy to
beana.d@latinastyle.com
Phone: (214) 357-2186**

*Once we have received your submission, the survey contact will receive a confirmation email. If you haven't received confirmation within two weeks of the submission date, please contact the LATINA *Style* office.

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LATINA *Style* 50

2024 LATINA *Style* 50 Survey

SUBMISSION CHECKLIST

Before submitting your company's evaluation, please be sure you have included the following:

☆**NOTE:** *Incomplete surveys will **NOT** be considered for evaluation*☆

- Completed survey including all data, contact information, and appropriate signatures
- A list of Hispanic members serving on your company's Board of Directors
- Please submit High-Res Company Logo with any guidelines. This will be used for official messaging if selected as one of the Top LATINA *Style* 50 Companies.
- A completed **Highest Ranking Latina Form** including an updated professional biography and recent color photo with resolution of at least 300 dpi (*additional form*)
- A completed **2024 Employee Resource Group of the Year Form** including Logo with any guidelines (*additional form*) (*optional*)
- A completed **2024 LATINA Executive of the Year Form** including an updated professional biography and recent color photo with resolution of at least 300 dpi (*additional form*) (*optional*)
- Your Company's CEO/President's mission statement regarding your company's diversity practices

On behalf of **(Company)**, we understand that should we be selected as a LATINA *Style* 50 Best Company for Latinas to Work for in the United States, our highest-ranking Latina must be present to receive the award on behalf of the company at the Awards Ceremony & Diversity Leaders Conference on May, 2025, in Washington, D.C. We understand that if our highest-ranking Latina's schedule does not permit her attendance, another high-ranking Latina will represent our company in her place.

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LATINA *Style* 50

2024 LATINA *Style* 50 Survey

SUMMARY OF KEY CONTACTS

Survey Contact:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:		

CEO/President's Executive Assistant:		
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:		

Key Contact for Corporate Responsibility:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:		

Highest Ranking Latina:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:		

LATINA *Style* 50

2024 LATINA *Style* 50 Survey

Chief Diversity Officer:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:		

Key Contact Person for Hispanic Employee Association:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:		

Key Contact Person for Recruitment Opportunities:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:	Recruitment Website:	

Key Contact Person for Procurement Opportunities:	Department:	
Title:		
Address:	St:	ZIP:
City:	Fax:	
Phone:	Procurement Website:	
Email:		

LATINA *Style* 50

2024 LATINA *Style* 50 Survey

Key Contact Person for the Task Force Program:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:	Website:	

Key Contact Person for the Mentoring Programs:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:	Website:	

Key Contact Person for the Leadership Training Programs:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:	Website:	

LATINA *Style* 50

2024 LATINA *Style* 50 Survey

Key Contact for Marketing:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:		

Key Contact for Public Relations/External Affairs:		
Title:	Department:	
Address:		
City:	St:	ZIP:
Phone:	Fax:	
Email:		

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2024 LATINA *Style* 50 Survey

HIGHEST RANKING LATINA FORM

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The Latina Style 50 Awards Ceremony is among the most prestigious events within the Hispanic community. It is imperative that a highest-ranking Latina from your company attends the ceremony to accept the award. Failure to have a representative present will result in your company's disqualification from survey submission for one year. The awards ceremony is scheduled for May 30, 2025, in Washington, D.C.

Please initial to acknowledge clause above: _____

Fill in the form below with information about your Company's Highest Ranking Latina Woman.

Highest Ranking Latina:	
Full Title to be used in publications:	
Department:	
Address:	
Phone:	
Email:	
Years with the company:	
How many organizational levels separate the Highest-Ranking Latina from the President/CEO?	

***Please note that the LATINA *Style* 50 Report is released in August. Any changes in titles or promotions occurring during or before the month of August should be promptly communicated to beana.d@latinastyle.com**

SUBMISSION CHECKLIST

Before submitting, please be sure you have included the following:

- A completed **Highest Ranking Latina Form**
- Recent color photo with resolution of at least 300 dpi
The picture ***MUST BE A SEPARATE*** file from this document and not imbedded in the document
Please name the image with the following format:
(Full Name of Highest-Ranking Latina - Company Name)
- An updated professional biography

Use the space below to enter the biography of your company's Highest-Ranking Latina. Biography should be no more than 300 - 350-word count and include most current position/responsibilities as well as background, expertise and community involvement.



2024 ERG/ BRG OF THE YEAR

Nomination Form

- Deadline to submit is **Friday, June 14, 2024**
- Please submit ERG/BRG President's Bio and High-Resolution Photo (JPEG Format) as a separate attachment **not** embedded in the document.
- Please submit ERG/ BRG Logo in EPS & JPEG format
- Email Nominations to ERG@latinastyle.com

Part I: Nominator

Nominated By:	
Title:	
Company:	
Phone:	
Email:	

Part II: Company Information

Company:	
CEO:	
Address:	
Phone:	
Email:	

Part III: ERG Information

Name of ERG/BRG:	
President:	
Job Title:	
Address:	
Phone:	
Email:	



Part III: Chief Diversity & Inclusion Officer

Name:	
Title:	
Address:	
Phone:	
Email:	

ERG/BRG MISSION STATEMENT:

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SECTION 1: GENERAL INFORMATION

- When was the Employee Resource Group/Business Resource Group (ERG/BRG) established?
- How many members are currently part of the ERG/BRG?
- In how many states is the ERG/BRG active? (Please provide a list of states)
- Can you provide a demographic profile of the ERG/BRG members? This may include age, income levels, job titles, and gender diversity.
- How is the ERG/BRG funded?
- If applicable, what is the annual budget allocated to the ERG/BRG?

SECTION 2: CORPORATE LEADERSHIP

- Who serves as the corporate sponsor for the ERG/BRG?

Name:	
Title:	
Address:	
Phone:	
Email:	



SECTION 3: INTERACTION

- Does the ERG/BRG have the opportunity for direct interaction with the CEO?

SECTION 4: COMPANY SUPPORT & BENEFITS

- How does the company actively support the ERG/BRG's initiatives?
- In what ways does the ERG/BRG provide benefits to its members?
- How is the leadership of the ERG/BRG selected?
- How does the ERG/BRG leadership communicate with its members?

SECTION 5: COMMUNITY INVOLVEMENT

- How effectively does the ERG/BRG serve the community?
- Which organizations does the ERG/BRG support, and how do they provide this support?
- How effectively does the ERG/BRG contribute to the company's diversity and inclusion efforts?

SECTION 6: BUSINESS IMPACT

- Does the company utilize the ERG/BRG as a source of new ideas and market intelligence?
- How impactful and effective are the solutions generated by your ERG/BRG for the company?
- How does the ERG/BRG ensure that the company's core business values are upheld?
- In what ways does the ERG/BRG facilitate connections between the company and its customers/clients?

SECTION 7: AWARDS & RECOGNITIONS

- Could you please provide a list of any awards or recognitions that your ERG/BRG has received?
- When were these awards or recognitions presented?



Thank you for your submission!

The **Top ERG's/ BRG's of the Year** will be featured in the Nov/ Dec issue of *LATINA Style* Magazine. The Presidents of the Top ERG's/BRG's will be invited to the **27th Annual LATINA Style 50 Awards and Diversity Leaders Conference** which will be held on **May 2025, in Washington, D.C.**

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2024 Latina Executive of the Year

Nomination Form

- Deadline to submit is **Friday, June 14, 2024**
- Please submit Nominee's Bio and Photo (JPEG Format) as separate attachments **not** embedded in the document
- Email Nominations to LEY@latinastyle.com
- For questions or more information please call us at 214-357-2186

PART I: NOMINATOR/ORGANIZATION INFORMATION

Nominated By:	
Company:	
Title:	
Phone:	
Email:	

PART II: NOMINEE INFORMATION

Nominee Name:	
Company:	
Title:	
Address:	
Phone:	
Email:	
How long has she worked with the company?	



2024 Latina *Executive of the Year*

Please answer the following questions to the best of your knowledge

PART III: LEADERSHIP

- In what ways has this executive consistently demonstrated outstanding leadership qualities?
- How has she positively influenced and enhanced the performance of her team and those under her leadership?
- Beyond her current role, does she hold leadership positions within any affinity groups or other company programs? Is she involved on any Board of Directors? If so, please provide details.

PART IV: COMMUNITY INVOLVEMENT

- Could you describe how this executive actively contributes to her community and gives back?
- Is she engaged with any community-based organizations, and to what extent?
- Does she advocate for her company's involvement in community initiatives? Does she commit her personal time to these endeavors?

PART V: BUSINESS IMPACT

- How has this executive played a key role in fostering the professional development of others within her company?
- Has she made a tangible contribution to her company's financial performance and bottom-line success?



2024 Latina Executive of the Year

PART VI: BRIEF PARAGRAPH

Please provide a brief paragraph explaining why you believe your nominee is an exceptional candidate for the LATINA Style Corporate Executive of the Year and a strong contender as a featured panelist. Include details about her qualifications, notable characteristics, and any other factors that make her stand out as a distinguished candidate for these roles.

We appreciate your nomination!

The distinguished **Top Latina Executives of the Year** will be prominently featured in the November/December issue of LATINA Style Magazine. Additionally, these remarkable individuals will receive an exclusive invitation to attend the prestigious **27th Annual LATINA Style 50 Awards and Diversity Leaders Conference**, scheduled to take place in May 2025, in Washington, D.C.

CONFIDENTIALITY CLAUSE:

LATINA Style Inc. follows a strict confidentiality policy regarding the provided contact information. The contact information obtained is used for research and analysis purposes only. LATINA Style Inc. will not publish, share, sell or release company employee contact information provided to us, unless otherwise specified in the questionnaire.