

ASSESS AND PREPARE: TOOL 2.2

Conducting a self-assessment of your company's current level of engagement with women-owned businesses will help uncover gaps and identify areas of focus for future actions and initiatives.

The tool in this section provides a model self-assessment in the form of a scorecard that can be used for an initial internal stocktaking and to uncover bottlenecks in identifying and attracting women-owned suppliers¹⁹. Results also can trigger a review of supplier criteria to ensure that they are not unfairly or unnecessarily excluding women-owned businesses. Use of the scorecard assumes the following:

- The company currently has some sort of procurement plan.
- The company collects data on supplier diversity.
- The company has a gender equity champion who can support the integration of gender into procurement activities (for more details on a gender equity champion and a sample Terms of Reference describing their role, please see **TOOL 1.10** in **TOOL SUITE 1**).

If your company does not have a local procurement plan, IFC's '[A Guide to Getting Started in Local Procurement](#)' offers important fundamentals.²⁰ The tools provided here complement the IFC guide with an approach for integrating the gender dimension into local procurement plans.

¹⁹ The guidance used to develop this tool includes: WEConnect International, "[Global Supplier Diversity and Inclusion: Reaching the Gold Standard.](#)" 2015; UN Women, [The Power of Procurement: How to Source from Women-Owned Businesses](#); and tools from the Royal Bank of Scotland.

²⁰ IFC, [Guide to Getting Started in Local Procurement](#), 2011.