



Member driven.
Community focused.

Office of Minority and Women Inclusion Policy

A policy approved by the Board of Directors

Approval date: February 19, 2015

Effective date: February 19, 2015

I. Philosophy

In conjunction with the commitment of the Federal Home Loan Bank of Dallas (the “Bank”) to comply with 12 CFR 1207, as promulgated by the Federal Housing Finance Agency (the “FHFA”), which implements Section 1116 of the Housing and Economic Recovery Act of 2008, this policy addresses: (i) the Bank’s commitment to the inclusion and utilization of Minorities, women, individuals with Disabilities, and Minority-, Women-, and Disabled-Owned Businesses, in its work force and its Business Activities, and (ii) the Bank’s establishment of the Office of Minority and Women Inclusion (the “OMWI”).

II. Definitions

“**Business Activities**” means operational, commercial, and economic endeavors of any kind, whether for profit or not for profit, and whether regularly or irregularly engaged in by the Bank, including, but not limited to, the management of the Bank, employment activities, procurement activities, insurance transactions, and all types of contracts; provided, however, transactions between the Bank and its members and any transactions expressly excluded under 12 CFR 1207 shall not be considered Business Activities for the purposes of this Policy.

“**Disability**” has the same meaning given to such term in 29 CFR 1630.2(g) and 1630.3 and Appendix to Part 1630-Interpretive Guidance on Title I of the Americans with Disabilities Act.

“**Disabled-Owned Business**” means a business, including, but not limited to, financial institutions, mortgage banking firms, investment banking firms, investment consultants or advisors, financial services entities, asset management entities, underwriters, accountants, brokers, brokers-dealers, and providers of legal services (1) which are qualified as a Service-Disabled Veteran-Owned Small Business Concern as defined in 13 CFR 125.8 through 125.13, or (2) in which fifty percent (50%) or more of the ownership or control is held by one or more persons with a Disability, and fifty percent (50%) or more of the net profit or loss accrues to one or more persons with a Disability.

“**Diversity**” means the inclusion of Minorities, women, and individuals with Disabilities in the Bank’s work force and Minority-, Women-, and Disabled-Owned Businesses in the Bank’s Business Activities.

“**Minority**” means any Black (or African) American, Native American (or American Indian), Hispanic (or Latino) American, or Asian American.

“**Minority-Owned Business**” means a business, including, but not limited to, financial institutions, mortgage banking firms, investment banking firms, investment consultants or advisors, financial services entities, asset management entities, underwriters, accountants, brokers, brokers-dealers, and providers of legal services in which fifty percent (50%) or more of the ownership or control is held by one or more Minority individuals, and fifty percent (50%) or more of the net profit or loss accrues to one or more Minority individuals.

“**Vendor**” means the Bank’s counterparty or supplier in a Business Activity.

“**Women-Owned Business**” means a business, including, but not limited to, financial institutions, mortgage banking firms, investment banking firms, investment consultants or advisors, financial services entities, asset management entities, underwriters, accountants, brokers, brokers-dealers, and providers of legal services in which fifty percent (50%) or more of the ownership or control is held by one or more women, fifty percent (50%) or more of the net profit or loss accrues to one or more women, and a significant percentage of senior management positions are held by women.

III. Bank's Commitment to Diversity

It is the policy of the Bank to afford equal opportunity in employment and contracting without regard to race, color, national origin, sex, religious preference, age, sexual orientation, genetic information, disability or veteran status in all decisions involving, but not limited to, recruitment, hiring, training, promotion, demotion, transfer, compensation, benefits, lay-off, reinstatement, corrective action, discharge, performance appraisal, social and recreational programs, contracting and all other terms and conditions of employment and procurement. Furthermore, the Bank prohibits retaliation or reprisal of any kind against an individual for making a good faith complaint of discrimination in employment or in contracting, or for assisting in the investigation of such a complaint.

IV. Establishment of the Office of Minority and Women Inclusion

The OMWI has been established within the Human Resources and Accounting departments of the Bank. The Chief Administrative Officer and the Chief Accounting Officer serve as the officers responsible for the management of the OMWI.

The Bank shall notify the Director of the FHFA (or his/her designee) within thirty (30) days after any change in the designation of the OMWI within the organizational structure of the Bank.

The OMWI is responsible for: (i) coordinating Bank-wide efforts to monitor the inclusion and utilization of Minorities, women, individuals with Disabilities, and Minority-, Women-, and Disabled-Owned Businesses, in the Bank's work force and Business Activities, (ii) ensuring the Bank is in compliance with the FHFA regulations on Diversity-related matters, and (iii) reporting to senior management and the FHFA on such matters.

V. Limits and Controls

The Bank shall promote Diversity in its work force and Business Activities. The OMWI shall ensure the Bank complies with all FHFA regulations on Diversity-related matters.

VI. Roles and Responsibilities

The Board of Directors shall be responsible for reviewing and approving this Policy on an annual basis.

Executive Management, Division and Department Heads, and all Supervisors are responsible for ensuring that all Business Activities comply with the Bank's Diversity programs. Vendors, contractors, consultants or financial intermediaries will be evaluated for Diversity status by a third party. If any such Vendors, contractors, consultants or financial intermediaries are unmatched and/or unable to provide documentation to establish their diversity status, the Bank will assume such entity does not qualify for women-, Minority-, or Disabled-owned status.

The Chief Administrative Officer and the Chief Accounting Officer shall be responsible for serving as Co-Directors of the OMWI, recommending Diversity programs and procedures, coordinating Diversity efforts across the Bank, and making periodic reports to the Bank's Operations Risk Committee, Executive Management Committee, the Board of Directors and the Director of the FHFA (or his/her designee) on the administration of such efforts.

Responsibility for assisting with all Diversity-related activities rests on the Human Resources Department and Accounting Department staff.

VII. Compliance

The Chief Administrative Officer and Chief Accounting Officer are responsible for monitoring compliance with this Policy. Instances of non-compliance are reported to ORC.

VIII. Related Policies

- Affirmative Action Policy
- Employment Policy
- Purchasing Policy
- OMWI Vendor Management Policy

