



DEI Terms and Agreement

Companies participating in the Disability Equality Index® (DEI®) must agree to the following terms and agreement set forth jointly by the American Association of People with Disabilities (AAPD) and Disability:IN. Specifically, companies are notified of and are required to acknowledge acceptance of these terms on two occasions – once during the registration process and once again at the start of the online benchmark process.

I. Public Recognition

Note: The score range for the DEI is zero (0) to 100, with 100 being the highest score possible. Scores are in increments of 10.

- Only companies with a score of 80 or above are considered top-scoring companies, and are recognized as a “Best Place to Work for Disability Inclusion™”.
 - Only the overall score is published. The breakdown of the score is not published. For example, if a company scores a 90, AAPD and the Disability:IN state that the company scored 90. AAPD and the Disability:IN do not state the category in which the 10 points were missed.
- Top-scoring companies may be recognized in several places, including the following: the DEI website, the DEI Report, Disability:IN website, AAPD website, events involving AAPD or Disability:IN, or discusses the DEI, press releases, and in other similar channels.
- Companies that score a 70 or below are kept confidential. AAPD and the Disability:IN do not release the company’s name, score information, or benchmark responses, and only release information directly back to representatives of the company.
- AAPD and Disability:IN shall not use the name, trademark, symbol, or other identifier of the disclosing company, except for purposes of the DEI.

II. Use of Data

In general, any Confidential Information submitted in the DEI may be utilized for reporting purposes. However, it is important to note that individual company data is kept strictly confidential and individual company results are only reported as described below:

- DEI results are reported in aggregate and all company benchmark responses are used to report aggregate results regardless of DEI score.
- The DEI Report and other similar DEI publications, has authority to list all top-scoring companies of the DEI. In addition:
 - One or more of your company’s innovative disability inclusion practices may be featured, at the joint discretion of AAPD and the Disability:IN. In this case, your company name may be featured with the innovative practice(s).



- Any specific information that is used comes from the “Best Practice” question that is at the end of each subcategories and/or from the “Additional Information” section at the end of the DEI. These questions are marked accordingly within the DEI. Note: “Best Practice” questions, as well as Question 1 in the “Additional Information” section is optional and do not impact your DEI score.
- For the few questions that require the uploading of documents, companies have the option within the DEI to “opt-in” to allow AAPD and the Disability:IN the option to share the information as an example of a best practice. If the company opts-out, then the document(s) are kept confidential.
- AAPD and Disability:IN shall use the Confidential Information only for purposes of the DEI, in accordance with the DEI Terms and Agreement. AAPD and the Disability:IN shall not, nor permit any agent or employee to, disclose, copy, reproduce, sell, assign, license, market, transfer or otherwise dispose of or gift the Confidential Information to any other person, firm, or corporation without the prior written permission of the disclosing company.
- AAPD’s and the Disability:IN’s obligation to maintain confidentiality does not extend to information that (a) is part of the public domain at the time of the disclosure or thereafter becomes a part of the public domain through no act or omission of AAPD and the Disability:IN; (b) is approved for release by written authorization of the participating company that provided the information; or (c) is lawfully obtained from third parties who are not bound to a confidentiality agreement with the participating company.

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