



Introduction:

Riverside Healthcare is strongly committed to the diversity of its business partners and therefore encourages qualified small business/minority/female/military veteran-owned/service disabled suppliers to participate in our purchasing, proposal and/or bid processes. These businesses will be utilized to the fullest extent that is practical and consistent with good purchasing and fiduciary practices.

Policy:

Riverside Healthcare leadership will annually review its supplier diversity and establish goals that continue to improve our relationships with and use of diverse suppliers.

Procedures:

The Materials Management Director, or designee, in conjunction with facilities and finance will prepare and maintain a list of minority/female/veteran-owned/service disabled businesses utilized by Riverside. In addition, the Materials Management department will provide a Supplier Diversity Program Report to Senior Management on at least an annual basis. The report will include vendor name, vendor type, transaction date, dollars spent, number of transactions and total percentage of overall spend.

To encourage involvement by a diverse supplier group, Materials Management will meet with minority/female/veteran-owned/service disabled vendors to determine opportunities for business development. The Materials Management department will utilize documentation from the vendors as well as external sources to determine the validity of their ownership status, and their ability to perform adequately in each of the respective operating units.

Materials Management will encourage department leaders to explore opportunities to include and utilize diverse suppliers to compete for business and from whom to obtain goods and services whenever possible. In addition, the Director of Materials Management will participate with local initiatives in order to maintain awareness of resources offered by diverse suppliers. These procedures will be reviewed and updated annually in accordance with organizational goals and objectives.

Definitions:

1. Minority Business Enterprise (MBE):

a. Business can be classified MBE if it meets one or more of the following criteria:

- i. Business listed in the Minority Business Development Council supplier directory, or other authoritative organizations.
- ii. At least 51% ownership is by one or more socially and economically disadvantaged individuals.
- iii. In case of publicly owned businesses, at least 51% of the stock is owned by one or more socially and economically disadvantaged individuals.

b. An enterprise that is at least 51% owned and controlled by minority group members, or, in the case of a publicly-owned business, at least 51% of the stock is owned by minority group members.

i. African-Americans

ii. Hispanic Americans

1) All persons of Mexican, Puerto Rican, Cuban, Central, Latin, or South American, Portuguese, or other Spanish origins, regardless of race.

iii. Asian/Indian Americans.

1) All persons having origins in India, Pakistan, or Bangladesh.

iv. Asian/Pacific Americans

1) All persons having origins in any of the peoples of Japan, China, Vietnam, Korea, Samoa, Guam, U.S. Trust Territories of the Pacific Islands.

2) Northern Mariana Islands, Laos, Cambodia, or Taiwan.

v. Native Americans

1) All persons having origins in any of the original peoples of North America and who maintain cultural identification through tribal affiliations or Eskimos, Aleuts, and native Hawaiians.

c. In all of the above cases, the management and daily business operations are controlled by one or more such individuals.

2. Women-Owned Business Enterprises (WBE)

An enterprise that, regardless of ethnic background, is at least 51% owned and controlled by women members, or, in the case of publicly-owned business, at least 51% of the stock is owned by women.

3. Veteran-Owned Small Business (VOSB)

A small business that is at least 51% owned and controlled by one or more veteran or service-disabled veteran.