2019 AFFIRMATIVE ACTION PLAN

INTRODUCTION
This Affirmative Action Plan has been developed in accordance with Executive Order 11246, as amended, and related regulations, as amended, pertaining to affirmative action plans for minorities and women.

COMPANY INFORMATION
Microsoft Corporation is a technology company whose mission is to empower every person and every organization on the planet to achieve more. Our strategy is to build best-in-class platforms and productivity services for a mobile-first, cloud-first world.

Founded in 1975, we operate worldwide and have offices in more than 100 countries. We develop, license, and support a wide range of software products, services, and devices that deliver new opportunities, greater convenience, and enhanced value to people’s lives. We offer an array of services, including cloud-based services, to consumers and businesses. We design, manufacture, and sell devices that integrate with our cloud-based services, and we deliver relevant online advertising to a global audience.

Our products include operating systems for computing devices, servers, phones, and other intelligent devices; server applications for distributed computing environments; cross-device productivity applications; business solution applications; desktop and server management tools; software development tools; video games; and online advertising. We also design and sell hardware including PCs, tablets, gaming and entertainment consoles, phones, other intelligent devices, and related accessories. We offer cloud-based solutions that provide customers with software, services, platforms, and content. We also provide consulting and product and solution support services, and we train and certify computer system integrators and developers.

COMMITMENT TO DIVERSITY
We are driven by a mission that is inherently inclusive: empower every person and every organization on the planet to achieve more.

To meet this mission, we define diversity broadly to include the many dimensions that make people and organizations unique, and we actively engage their different strengths, experiences, and perspectives to challenge and stretch our thinking. We expect each of us – no matter what level, role or function we are in – to play an active role in creating environments where people of diverse backgrounds are excited to bring all of who they are and do their best work.

From cultivating diversity in the tech talent pipeline, to seeking out talent in non-tech communities, to investing in organizations that advance diversity and inclusion in business, we’re constantly looking for unique points of view that can spark innovations that transform how we experience the world.
We know that there is great talent and potential in our world. We’re continuing to push ourselves to engage in developing the pipeline, while also challenging our assumptions on where and how best to identify talented employees. We’re investing in a wide range of initiatives and programs to identify great people who can help Microsoft grow and innovate. Here are a few examples:

- **DigiGirlz** gives middle school and high school aged girls opportunities to learn about careers in technology, connect with Microsoft employees, and participate in hands-on computer and technology workshops.
- **Black Girls Code** helps provide girls of color ages 7-17 exposure to computer science and technology so they can start seeing themselves in and working towards roles in tech.
- The **Technology Education and Literacy in Schools (TEALS)** program led by Microsoft helps high schools build and grow sustainable computer science programs. Approximately 53,000 students have participated in a TEALS class since 2009, 30 percent of whom have been female and 30 percent of whom have been a racial or ethnic minority. The number of girls and minority students participating in a TEALS program has grown over 400 percent in the past five years.
- We continue to be a leading funder and board member of **Code.org** which works at-scale across the country and has made diversity in computer science a major priority. This past year, 45 percent of the students in Code.org’s K-12 classes were female, and 48 percent were minorities.
- Our strategic partnership with the National Center for Women in Technology’s (NCWIT) Aspirations in Computing program has channeled more than 13,000 high school girls into the computer science pipeline.
- The **Microsoft Software & Systems Academy** provides military service members and veterans with critical technology skills and job opportunities as they transition into the civilian workforce.
- Our **Military Spouse Training Academy** is a new pilot program that provides spouses with technology skills training.
- Our engagement in tech apprenticeship programs helps identify and develop talent for the industry through curriculum and on-the-job training. Microsoft is one of the founding hiring partners for **Apprenti**, a registered apprenticeship program recognized by the U.S. Department of Labor.
- We also created our own immersive apprenticeship, called the Learning Engineering Acceleration Program (**LEAP**), to develop as software engineers and technical program managers for Microsoft’s core engineering groups.

Through our **Inclusive Hiring** program, we are innovating new approaches to recruit people with disabilities. Our **Autism Hiring Program** is just one example of the promise and potential of these programs.

As we pivot to new technologies like AI, the Cloud and Quantum computing, we need to have a real-world approach to finding talent wherever it may exist, not just in computer science classrooms at four-year universities. The world around us is growing each day with advances in technology and industry, so too must our approach to finding, growing and advancing talent.
**ACTION-ORIENTED PROGRAMS**
In an effort to enhance its affirmative action efforts and results, Microsoft Corporation has adopted action-oriented programs in the following areas:

**RECRUITMENT AND SELECTION**

Recruitment
Microsoft Corporation’s affirmative action efforts in the recruitment process will be continued through the following processes:

1. Including minorities and women in the recruiting and interviewing process.
2. Ensuring that Microsoft’s online recruiting site contains the following statement:

**Diversity and Inclusion at Microsoft**
Microsoft believes that a diverse and inclusive workplace leads to better products and services for our customers. As our workforce evolves to reflect the growing diversity of our communities and marketplace, the ability to leverage different perspectives for innovation and problem solving becomes increasingly important. Diversity and inclusion are foundational to a One Microsoft culture, fueling our business growth by allowing us to attract, retain, and develop the best talent from around the world. We address diversity and inclusion through clear, measurable strategies aligned to the priorities of the Microsoft CEO and senior leadership team.

**Equal Employment Opportunity (EEO) Policy**
Microsoft maintains a work environment free from discrimination, one where employees are treated with dignity and respect. All employees share in the responsibility for fulfilling Microsoft's commitment to equal employment opportunity.

Microsoft does not discriminate against any employee or applicant on the basis of age, ancestry, color, family or medical care leave, gender identity or expression, genetic information, marital status, medical condition, national origin, physical or mental disability, political affiliation, protected veteran status, race, religion, sex (including pregnancy), sexual orientation, or any other characteristic protected by applicable laws, regulations and ordinances. We adhere to these principles in all aspects of employment, including recruitment, hiring, training, compensation, promotion, benefits, social and recreational programs, and discipline. In addition, it is the policy of Microsoft to provide reasonable accommodation to qualified employees who have protected disabilities to the extent required by applicable laws, regulations and ordinances where a particular employee works. For more information about reasonable accommodation, visit the [Benefits website](#).
Employee complaints of discrimination based on any protected characteristic will be investigated according to the Complaint and Investigations Process described in Microsoft’s Anti-Harassment and Anti-Discrimination policy. For more information about reasonable accommodation, visit the Accommodation Request page.

Reasonable Accommodation
It is the policy of Microsoft to provide reasonable accommodation to qualified employees and applicants who have protected disabilities, including pregnancy-related disability, to the extent required by federal law and any state or local law where a particular employee works. For more information about reasonable accommodation for disability-related limitations, visit the Accommodation Request page. Microsoft also provides reasonable accommodation to enable employees to meet religious obligations or participate in religious activities, to the extent required by applicable law. Examples of accommodation for religious purposes include accommodating dress and grooming practices, modified work schedules, and allowing time off for religious obligations. Employees are encouraged to speak to their managers about religious accommodation needs.

View the equal employment opportunity poster
View the supplemental employment opportunity poster View the pay transparency notice

3. Ensuring that all U.S. job postings include an EEO tagline.
4. Maintaining a pro-active, broad-based recruiting and outreach program.
5. Ensuring that any application-related forms refers to Microsoft’s commitment to equal opportunity employment.
6. Posting job opportunities and requirements on the internal website available to all current employees at http://career/global/pages/search.aspx. Local and national outreach organizations are encouraged to review the following internet site for positions available to internal and external candidates: http://careers.microsoft.com/.
7. Job opportunities at Microsoft are posted on numerous third party job boards including: Burning Glass, ClearedJob.Net, Direct Employers, Eluta, GettingHired, Glassdoor, Indeed, LinkedIn, Nerd, and SimplyHired, as well as the Microsoft.com career site, which is optimized for organic search results allowing job seekers to find our jobs through search engines such as Bing, Google, and Yahoo! Job openings are also posted on the Washington State Employment Security Department job site which is located at https://worksourcewa.com/home.aspx.
8. Attending job fairs that focus on employment and/or career opportunities for women, minorities, and other protected group members.
9. Individuals interested in positions within Microsoft are encouraged to submit a resume via internet.
**University Recruitment**
Microsoft Corporation’s affirmative action efforts in the university recruiting process will be continued through these activities:

1. Referencing Microsoft’s EEO Policy in all recruitment advertising and materials.
2. Reminding school placement centers and minority programs of Microsoft's EEO Policy and commitment to diversity.
3. Publicizing employment opportunities through minority and other protected group programs and placement centers at targeted schools.
4. Actively recruiting at numerous all-women and historically black colleges/universities, as well as at colleges and universities with significant minority enrollment.
5. Placing advertisements in publications sponsored by minority and women organizations.
6. Providing scholarships to women and minorities.
7. Utilizing minorities and women in the recruiting and interviewing process and materials.
8. Analyzing recruitment statistics and results for women and minorities, to further target and develop outreach strategies.

**Selection**
The selection process, including application forms, interview and referral procedures, job descriptions, and related selection techniques, are reviewed and analyzed to ensure that they are legal.

**CAREER DEVELOPMENT**
Career development allows all employees to identify their professional objectives and link them to the Company’s business objectives. Employees who successfully plan for career development can benefit themselves and Microsoft, resulting in the following advantages. First, employees are given an opportunity to pursue compatible positions within the organization to support their career goals. Second, this process allows the organization to fully realize the talent of its employees, which in turn can achieve higher productivity, greater employee satisfaction and long-term commitment, and positive bottom-line results for the organization as a whole.

As an organization, Microsoft provides tools and services that can assist employees in planning their career development. These resources include:

1. Counseling from the Human Resources staff.
2. Internal recruiting contacts.
5. Job listings and postings that provide information about current openings within the Company.
6. Numerous career development materials available on the Microsoft intranet site.
7. On-line training programs.
8. Various leadership development classes.

In addition to the above, the Employee Resource Groups (ERGs) and Employee Networks (ENs) provide career development, support, social and career networking opportunities, mentoring, community participation, product input, and assistance in activities that promote cultural
awareness and professional growth. Their programs include speaker series, scholarship programs, community service, development conferences, and heritage celebrations. The conferences are designed to inspire and empower Microsoft employees by providing a venue for personal and professional growth. Events held annually for employees include:

**WW GLEAM Pride Month Celebration** is held annually and focuses on cultural awareness and personal/professional development for members of the LGBTQ+ employee resource group and other interested employees. It also provides employees an opportunity to learn and recognize the diversity in how the LGBTQ+ community celebrates Pride in their own unique way. This year, our central message focused on Lifting others up where Microsoft's long-running support for equality showed from all levels of leadership, including our CEO and SLT.

Pride month in Redmond serves as the main anchor for Microsoft's global presences at Pride festivals, which included 40 cities this year – our largest ever global participation with a 40% YOY growth! Microsoft employees attended these festivals and other Pride-focused events hosted by local ERG chapters. A sampling of those other events includes:

- Global Pride Kick-off Lunch with senior executives
- Seattle Trans Pride
- Seattle Dyke March
- Seattle Out and Proud Parade

**LGBTQ+ Hackathon**: On Friday September 21 more than 70 people representing 10 organizations came together for a “Come as you are, do what you love” LGBTQ+ Hackathon hosted at the Microsoft Reactor in London. The goal was to help create an inclusive workplace together. The hack also brought together LGBTQ+ communities from within Microsoft’s Customer base, to raise and address LGBTQ+ challenges together. The event focused on highlighting crowd sourced challenges, followed by unpacking and addressing these challenges leveraging technology for social good.

**Wear it Purple Day**: Wear It Purple is an annual awareness day celebrating diversity and young people from the LGBTQ+ community by wearing purple on the final Friday of August. The GLEAM team from Microsoft Australia pulled together the LGBTQ+ community and Ally community to celebrate Wear It Purple Day and to raise awareness of rainbow youth who took their own lives because of bullying, teasing, and harassment they faced from others who did not accept their sexuality or gender identity.

**WW GLEAM Summit**: The second annual WW GLEAM Summit was held in Toronto, Canada. Attended by over 80 attendees from 12 countries including WW Board Chairs, Regional leads, Chapter leads, and members across the globe, this event brought together a meeting of minds and hearts under the theme of “Refresh and Inspire”. We welcomed speakers such as Microsoft General Managers, diversity leaders from local and global companies, and representatives from local non-profits. Over the course of three days, attendees participated in workshops and discussion groups focused on:

- GLEAM Priorities
Deep dives on Chapter activities and the voice of the community from their part of the world
- Chapter development and best practice sharing
- Trans visibility and inclusion in the workplace
- Our partnerships with CELA and GD&I
- GLEAM Ally Portal Hackathon

The Asian Spring Festival is held annually and focuses on cultural awareness and personal/professional development for members of the Asian employee resource group and other interested employees. This year’s Microsoft Asian Spring Festival Celebration was held on February 17, 2018. A large number of employees and family members attended the event to hear from senior executives from Microsoft and other invited guests, to celebrate the cultural festival together with their family and friends, and to explore the professional performances from various Asian cultures. The event also provides employees an opportunity to learn and recognize the diversity in how each Asian culture celebrates the New Year in their own unique way.

Organized by the Blacks at Microsoft employee resource group (BAM), Microsoft annually sponsors a Minority Student Day. This event was designed to motivate local minority high school students to pursue careers in technology. During the 27th Annual Minority Student Days (events were held regionally from February to April 2018) more than 1500 students from schools nationwide (and Brazil) had a chance to meet with employees at various levels and in various job titles within the organization. Minority Student Days were held in 10 locations across the country including Mountain View, CA; Irvine, CA; Atlanta, GA; New York, NY; Washington DC; Charlotte, NC; Las Colinas, TX; Fargo, ND; Detroit, MI and Redmond, WA as well as Sao Paulo, Brazil. Kevin Dallas gave the keynote speech for the Redmond event highlighting Microsoft's involvement in Artificial Intelligence and each site provided sessions highlighting the opportunities a STEM education provides in technology.

**OTHER ACTION-ORIENTED PROGRAMS**

Employee Resource Groups (ERGs) and Employee Networks (ENs)
To help foster the diversity and inclusion of our workforce, Microsoft has a rich community of employee affinity groups that are initiated and chartered by employees and sponsored by executives. Currently there are seven Employee Resource Groups (ERGs) and over 40 Employee Networks (ENs) that play an important role in supporting and sustaining the Microsoft Global Diversity & Inclusion (GD&I) strategy. Membership is open to all employees. Whereas ENs represent more localized constituencies, ERGs represent global constituencies that have significant commonality of issues across borders. In most cases, ERGs reflect groups that have historically been underrepresented within the corporate mainstream, and today, represent viable marketplace opportunities. ERGs and ENs provide a mutually beneficial relationship for Microsoft and employees. Members voluntarily work together to align with the Microsoft GD&I strategy and to improve Microsoft business in the global marketplace. They serve as internal resources to ensure that diverse perspectives are included in business operations, marketing, and product development activities. Members can participate in awareness, recruitment, on-boarding, and community
outreach events. The groups provide a sense of community in the workplace, offer a forum for their members to discuss relevant challenges and opportunities, and enable joint efforts on common areas of interests. Currently, the ERGs/ENs of varying backgrounds, include:

**Employee Resource Groups**
- Asian ERG
- Blacks ERG
- disAbility ERG
- GLEAM ERG (LGBTQ)
- HOLA ERG (Latino/Hispanic)
- Military ERG
- Parents ERG
- Women ERG

**Employee Networks**
- Africans at Microsoft
- Arabs at Microsoft
- Attention Deficit Disorder
- Autism Info Exchange
- Bangladeshi Employees at Microsoft
- Blacks at Microsoft
- Boomers at Microsoft
- Brazilians at Microsoft
- Chinese Employees at Microsoft
- Dads at Microsoft
- Diabetics at Microsoft
- Down Syndrome Community
- Egyptians at Microsoft
- Employees with ALS
- Employees with Autism Spectrum Disorder
- Employees with Dyslexia
- ExYugoslavs at Microsoft
- Filipinos at Microsoft
- French at Microsoft
- GLEAM Allies
- GLEAM Parents
- GLEAM Polyamory
- GLEAM Transgender
- GLEAM Woman
- Hellenes at Microsoft
- Hong Kong Employees at Microsoft
- Huddle (Deaf/Hard of Hearing MS)
- Indians at Microsoft
- Indonesians at Microsoft
- Israelis at Microsoft
- Japanese at Microsoft
- Koreans at Microsoft
• Malaysians at Microsoft
• Microsoft Adoption
• Microsoft Bipolar Information
• Microsoft Nepali
• Microsoft Parkinson’s Information
• Military Reservists at Microsoft
• Mobility-Impaired Employees at MS
• Moms at Microsoft
• MSBreathe (Asthma)
• Multiple Sclerosis (MS at MS)
• Native Americans at Microsoft
• New Zealanders & Australians in the U.S.
• Our Parents
• Pakistanis at Microsoft
• Parents at Microsoft
• Parents with special (needs) children
• People with Eating Disorders
• Persians at Microsoft
• Persons with PTSD/TBI
• Rodina (Russian speaking community)
• Romanians at Microsoft
• Singaporeans at Microsoft
• Single Parents at Microsoft
• Taiwanese Microsoft Employees
• Thais at Microsoft
• Tourette Syndrome ERG
• Turks at Microsoft
• Ukrainians at Microsoft
• U.S. Military Veterans at Microsoft
• Vietnamese at Microsoft
• Visually Impaired Persons at Microsoft
• Working Parents at Microsoft
SUPPORT OF COMMUNITY ACTION PROGRAMS

Microsoft Corporation is recognized for its unparalleled community action programs. To help promote interest in the technology arena for women and minorities, Microsoft has identified a number of programs and institutions that have been successful in increasing the number of students entering technical fields. The Company has developed outreach programs to provide support and direction in the areas of curriculum development, advisory board participation, and employment opportunities. Below are some of the highlights of Microsoft’s extraordinary outreach programs:

• Microsoft annually hosts the **Ability Summit** which focuses on recognizing accomplishments in accessibility and colleagues who demonstrated “thinking inclusively” and hearing from thought leaders and industry experts in the area of accessibility. The summit also explored resources available to employees and their family members. The summit focused on recognizing accomplishments in accessibility and colleagues who demonstrated “thinking inclusively” and hearing from thought leaders and industry experts in the area of accessibility. Speakers from Microsoft demonstrated Microsoft products and illustrated how they can meet the diverse needs of people with disabilities. The summit also explored resources available to employees and their family members. Exhibitors from local organizations, including **Autism Speaks, Hearing, Speech & Deafness Center and Lighthouse for the Blind**, shared ideas and offered suggestions/services to interested individuals. Keynote speakers during the May 2018 event included executives and senior leaders from the Company.

• The **American Foundation for the Blind** (AFB) is an organization whose mission is to remove barriers, create solutions, and expand possibilities so people with vision loss can achieve their full potential. AFB envisions a world where people with vision loss have equal access and opportunities and is a leader in expanding possibilities for the more than 20 million Americans living with vision loss. They champion access and equality and stand at the forefront of new technologies. Microsoft was a sponsor of the 2018 AFB Leadership Conference held in Oakland, CA in April 2018. The Company was the recipient of the 2018 Helen Keller Achievement Award in 2018.

• The **American Indian Science and Engineering Society** (AISES) is a national, nonprofit organization which nurtures building of community by bridging science and technology with traditional Native values. Through its educational programs, AISES provides opportunities for American Indians and Native Alaskans to pursue studies in science, engineering, and technology arenas. The trained professionals then become technologically informed leaders within the Indian community. AISES’ ultimate goal is to be a catalyst for the advancement of American Indians and Native Alaskans as they seek to become self-reliant and self-determined members of society. The organization’s national conference provides a superior opportunity for institutional visibility and engagement. Among the many events and activities at national conference are more than 50 learning sessions organized into “tracks” targeting the interests of our participants, the largest career fair in Indian Country, and unique sharing of traditional Native culture. During the AAP year, Microsoft was a sponsor of the AISES national conference and career fair, which was held in October 2018 in Oklahoma City, OK. A Microsoft employee was also a speaker at the conference.
• AnitaB.org envisions a future where the people who imagine and build technology mirror the people and societies for whom they build it. They connect, inspire, and guide women in computing, and organizations that view technology innovation as a strategic imperative. Its mission is to learn more about the work we’re doing to help women in tech succeed. The organization has tools and programs designed to help industry, academia and government recruit, retain and develop women technology leaders. Microsoft is a Foundation partner and supporter of AnitaB.org. In addition, a Microsoft Corporate Vice President, and the Microsoft Corporate General Manager of Education Marketing serve as members of the organization’s Board of Trustees. The 2018 Grace Hopper Celebration of Women in Computing (GHC) was held September 26-28, 2018 in Houston, T. Presented by Anita Borg Institute and the Association for Computing Machinery, it is the world’s largest gathering of women technologists. Microsoft was a proud partner of the Anita Borg Institute and Diamond Sponsor of the Grace Hopper Celebration. Microsoft has a history of sending a strong delegation of attendees, women and men, who attend the conference for professional development, networking and to represent the Microsoft mission and brand. It is the largest technical conference for women in computing and results in collaborative proposals, networking and mentoring for junior women and increased visibility for the contributions of women in computing. Conference presenters are leaders in their respective fields, representing industry, academia and government. Top researchers present their work while special sessions focus on the role of women in today’s technology fields. Twenty-nine Microsoft employees spoke at various conference sessions. The Conference’s Career Fair also provided attendees with an opportunity to meet with leading high-tech companies (including Microsoft), research laboratories, government agencies and universities. In addition to a robust career fair booth, Microsoft hosted a technology booth in the Grace Hopper Tech Expo, giving attendees even more opportunities to interact with our technology and employees. Attendees were able to learn about job opportunities at the career booth and many were interviewed on site at one of the Microsoft interview booths.

• Ascend Pan Asian Leaders’ mission is to help grow and develop future leaders without sacrificing their culture. Their goal is to enable its members, business partners and the community to leverage the leadership and global business potential of PanAsians. Founded in 2005, the organization focuses on inspiring people to achieve their aspirations to be a leader – both professionally and personally without compromising their culture. Since then, Ascend has expanded to include 13 professional chapters and 26 student chapters nationwide with more than 5,000 members from 200 companies. In 2018 there was active engagement between Ascend local professional chapters and Microsoft employees in Cambridge, MA and Seattle, WA including workshop presentations and networking events. Microsoft was a sponsor of the Ascend National Convention held from August 20-22, 2018 in San Francisco, CA. Members of the Asian ERG attended and staffed an expo booth where they spoke with conference attendees about Microsoft culture and careers.

• Asian American Business Roundtable is a forum where highly successful, as well as high potential Asian American professionals, can collaborate to increase their capacity to exert influence in their respective industries. It brings together outstanding senior Asian
American business executives, to generate ideas and provide counsel on business and leadership issues of broad social and economic interest. In 2018 Microsoft sponsored the roundtable and sent a delegation of leaders from multiple ERG’s to participate in the roundtable and sessions focused on collaboration between the various communities to help drive corporate diversity & inclusion. Additionally, Microsoft hosted a technology lounge at the event.

- The **Assistive Technology Industry Association** (ATIA) is a not-for-profit membership organization of manufacturers, sellers and providers of technology-based assistive devices and/or services. The mission of ATIA is to serve as the collective voice of the assistive technology industry association so that the best products and services are delivered to people with disabilities. Microsoft is a member of this organization. The Company was a sponsor of the ATIA 2018 Conference held in Orlando, FL in January 2018.

- The **Association of Latino Professionals for America** (ALPFA) is one of the leading national professional associations, consisting of 45 professional chapters and 160 student chapters. ALPFA is dedicated to empower and develop Latino men and women as leaders of character for the nation, in every sector of the global economy. Microsoft was a participant and a silver sponsor at the 2018 Annual ALPFA convention held in July-August 2018 in Las Vegas, NV. In addition, the Company hosted training workshops for both students and professionals that focused on Excel, Microsoft Teams, OneNote/Power Point. Microsoft also had a career fair booth and conducted interviews on site.

- **ACM-W** is the **Association of Computing Machinery’s Committee on Women in Computing**. The organization supports, celebrates, and advocates internationally for the full engagement of women in all aspects of the computing field, providing a wide range of programs and services to ACM members and working in the larger community to advance the contributions of technical women. Each year a number of celebrations are organized by the Women in Computing (WiC) groups globally. The goal of the ACM-W Celebrations of Women in Computing is to bring to women at a local level the positive impact of the Grace Hopper Celebration of Women in Computing (GHC). These conferences are shorter, lower cost, and help to build community, breaking down isolation for both students and women in industry. The goal is to reach the broadest possible population through a network of self-sustaining small conferences, dovetailing when possible with ACM-W chapters. ACM-W provides $2,000 for each celebration and raises and disburses corporate sponsorship. Each celebration organizing committee is responsible for additional fundraising within their conference area. The goal is to keep the costs as low as possible for student attendees, with registration fees in the $0-$50 USD range. Whenever possible Microsoft employees serve as speakers and panelists at the conferences every year.

- Microsoft hosted the **Autism Resource Day** during its Company-wide Give Campaign in October 2018. The goal of this event was to educate Microsoft employees and their families about local non-profit organizations serving those affected by autism. Over 25 non-profits participated in this event.

- **Black Entertainment and Sports Lawyers Association (BESLA)** was formed in 1980 to advance excellence of professionals in the entertainment, sports and related industries. Among other goals, it seeks to facilitate legal and business affairs employment and business
opportunities for people of color and to provide scholarships and internship opportunities for deserving minority law students seeking to pursue careers in the entertainment and sports fields. Microsoft’s sponsorship supports BESLA’s regional events and BESLA’s annual conference which was held in October 2018 in Los Cabos, Mexico. Microsoft attorneys participated as moderators or speakers on BESLA’s Continuing Legal Education programs. In 2018, two Microsoft employees served on the Board of Directors.

- Each year, Microsoft joins other companies across the nation in the annual “Bring Your Kids to Work Day.” This event was coordinated by members of the Parents at Microsoft Employee Resource Group and the Global Diversity and Inclusion Team with active involvement of various departments and employees throughout the Company. The goal of this event is to provide daughters and sons of varying ages with an opportunity to obtain meaningful learning experiences not only about the work his or her parent does on a daily basis, but also a greater understanding of the technology and the business process within Microsoft. The event for the Redmond campus occurred on August 18, 2018.

- Code.org® is a nonprofit dedicated to expanding access to computer science in schools and increasing participation by women and underrepresented minorities. Our vision is that every student in every school has the opportunity to learn computer science, just like biology, chemistry or algebra. Code.org provides the leading curriculum for K-12 computer science in the largest school districts in the United States and Code.org also organizes the annual Hour of Code campaign which has engaged 10% of all students in the world. Code.org is supported by generous donors including Amazon, Facebook, Google, the Infosys Foundation, Microsoft, and many more. Microsoft’s President and Chief Legal Officer is a board member of Code.org.

- The College Puzzle Challenge is an annual puzzle-solving contest sponsored by Microsoft Recruiting. Teams from schools across North America compete by racing to solve puzzles, with prizes awarded to the fastest teams at each school. The contest is organized, developed and run by alumni from each school volunteering to create a great event. More than 350 teams participated in the, Microsoft-sponsored contest which was held simultaneously at various campuses/locations across the U.S. and Canada in April 2018.

- The Computing Research Association (CRA) is an association of more than 200 North American academic departments of computer science, computer engineering, and related fields; laboratories and centers in industry, government, and academia engaging in basic computing research; and affiliated professional societies. CRA’s mission is to strengthen research and advanced education in the computing fields, expand opportunities for women and minorities, and improve public and policymaker understanding of the importance of computing and computing research in our society. The Computer Research Association’s Committee on the Status of Women in Computing Research (CRA-W) is an action-oriented organization dedicated to increasing the number of women participating in Computer Science and Engineering (CSE) research and education at all levels. Microsoft is an active member of CRA and is a strong supporter of CRA and CRAW. The Company was a sponsor for and participated in CRA’s 2018 Conference was held in July 2018 in Snowbird, UT.
• **The Computing Research Association** is also one of the sponsors of the *Richard Tapia Celebration of Diversity in Computing Conference* which is organized by the Coalition to Diversify Computing and presented by the **Center for Minorities and People with Disabilities** (CMD-IT). CMD-IT is focused on the following under-represented groups: African Americans, Native Americans, Hispanics, and People with Disabilities. The center is comprised of corporations, academic institutions, government agencies, and non-profits. The Tapia celebration brings together diverse leading researchers to present state-of-the-art topics in the field of computing. The Tapia conference has a tradition of providing a supportive networking environment for under-represented groups across the broad range of computing and information technology, from science to business to the arts to infrastructure. The program entails a number of invited talks, a day-long doctoral consortium, a student poster session, workshops, panels, and birds-of-a-feather sessions. The 2018 Conference was held September 19-22, 2018 in Orlando, FL. Over 1,400 students, academics and computing professionals attended the conference. Microsoft was a Platinum supporter of the event. Two (2) Microsoft executives participated as panelists in plenary sessions and three (3) additional Microsoft employees served as presenters or panelists during the conference. Recruiters were on hand for the career fair and cosponsored a Student Professional Development Workshop. Microsoft also sponsored the Black Women in Computing Pathways to STEM Gaming Workshop, an all-day workshop experience for high school students and their families.

• **Corporate Counsel Women of Color** was formed in 2004 to provide a support network to in-house women of color and to facilitate networking around the nation and abroad, promote career advancement and the success of in-house women of color, and promote all aspects of global diversity in the legal profession and workplace. The organization currently has a roster of over 3,000 in-house women attorneys of color in the United States, as well as in Canada, Asia, Africa, and Europe. Microsoft sponsored the organization’s 13th Annual Career Strategies Conference in October 2018 in New York. Twenty Microsoft employees attended and nine participated in panel discussions, along with Microsoft’s General Counsel.

• The **CSUN Conference**, also known as the International Conference on Assistive Technology and Persons with Disabilities organized by the Center on Disabilities, California State University Northridge (CSUN) has provided an inclusive setting for researchers, practitioners, exhibitors, end users, speakers and other participants to share knowledge and best practices in the field of assistive technology. Known as a forum that showcases cutting edge technology and practical solutions that can be utilized to remove the barriers that prevent the full participation of persons with disabilities in educational, workplace and social settings, the conference is the largest of its kind in the world. Microsoft was a sponsor of the 33rd Annual conference held in San Diego, CA in March 2018. A member of the disAbility hiring team attended and met with candidates and other Microsoft employees at an invitation-only event.

• **DigiGirlz** is one of Microsoft’s signature programs to invest in Science, Technology, Engineering and Math (STEM) education for young women and build a pipeline of future workers ready for the challenges of the global economy. It is a global program of 50+
multi-day and one-day camps held in multiple countries, and several locations across the US. The Microsoft DigiGirlz High Tech Camp was developed to provide girls with a better understanding of what a career in technology is all about. This exciting experience provides high school girls (9th – 12th grade) with opportunities to learn about careers in technology, talk with Microsoft employees about their life experiences, and enjoy hands-on computer and technology workshops. The DigiGirlz Day Events are aimed at engaging young women in 6th through 8th grades. Details of the numerous events held during the AAP year are described in the Exhibits section of this Plan.

- **Disabilities, Opportunities, Internetworking, and Technology (DO-IT)** serves to increase the success of individuals with disabilities in challenging academic programs and careers. It promotes the use of computer and networking technologies to increase independence, productivity, and participation in education and employment. Microsoft hosted an on-hands visit for DO-IT Summer Study Scholars in July, 2018 where they gained a better understanding of the opportunities available to people with disabilities and how networking and technology can be used to achieve their goals.

- **Disability:IN** (formerly the U.S. Business Leadership Network (USBLN)) is the national disability organization that serves as the collective voice of over 60 Disability:IN affiliates across North America, representing over 5,000 employers. Disability:IN helps build workplaces, marketplaces, and supply chains where people with disabilities are respected for their talents, while supporting the development and expansion of its BLN affiliates. A Microsoft employee serves on the Board of Disability:IN and another serves on the Corporate Advisory Board. During the last AAP year, Microsoft was a sponsor of the Disability:IN annual conference which was held in July, 2018 in Las Vegas, NV. Microsoft employees participated in one of the conference sessions – Rising Leaders Matchmaking session. This was a one-on-one speed networking session, where recruiters from approximately 50 Disability:IN corporate partners were matched to Rising Leaders who possess the field of study, educational background, and/or experience each company is seeking in potential job applicants.

- **Disability:IN Washington**, formerly known as The Washington State Business Leadership Network (WSBLN) is a state chapter of the US Disability:IN (formerly known as U.S. Business Leadership Network). Disability:IN Washington provides participating employers with networking opportunities, education and information on disability related topics and resources to effectively increase understanding and awareness in the workplace. This organization also provides lessons learned in recruiting, hiring, accommodating and improving customer service for people with disabilities. Additionally, Disability:IN Washington assists businesses in navigating and directly linking to government and community resources to get their employment needs met.

- **The Executive Leadership Council** is the preeminent organization that recognizes the strengths, success, contributions, and impact of African-American corporate business leaders. This leadership network is guided by a bold and historic vision of inclusion, which is the leadership legacy of African-Americans - whether in business, education, or the community. With more than 500 members, one-third of them women, The Executive
Leadership Council (ELC) is the nation’s premier leadership organization comprised of the most senior African-American corporate executives in Fortune 500 companies, representing well over 380 major corporations. The Council represents senior executives in positions one to three levels from the chief executive officers of Fortune 500 companies, CEOs themselves, and other entrepreneurs. On October 11, 2018 fourteen Microsoft leaders attended the ELC Annual Recognition Gala in Washington DC for networking and to support the mission of the ELC.

- **The Game Developers Conference** (GDC) is the world’s largest professionals-only game industry event. GDC has become the primary forum where programmers, artists, producers, game designers, audio professionals, business decision-makers and others involved in the development of interactive games gather to exchange ideas and shape the future of the industry. GDC 2018 attracted over 27,000 attendees and featured over 400 lectures, panels, tutorials and round-table discussions on a comprehensive selection of game development topics taught by leading industry experts. Microsoft @ GDC 2018 hosted 200+ hours of technical game development content, including a Microsoft Azurebranded exhibit showcasing the both first party and 3rd-party partner game development tools, platforms and services helping to drive the industry forward. Microsoft made several announcements, including the acquisition of PlayFab to expand the reach of LiveOps to game developers on any platform. Microsoft employees served roles on the GDC board, the IGDF board, the Jerry Lawson Foundation and the GDC council which reviewed & approved talks for the show. Microsoft recruiters also attended the 5-day event. In California.

- **Girls Who Code** (GWC) is a program that was created to inspire, educate, and equip girls with the computing skills to pursue 21st century opportunities. Its vision is to reach gender parity in computing fields. We believe this is paramount to ensure the economic prosperity of women, families, and communities across the globe, and to equip citizens with the 21st century tools for innovation and social change. We believe that more girls exposed to computer science at a young age will lead to more women working in the technology and engineering fields. Together with leading educators, engineers, and entrepreneurs, GWC has developed a new model for computer science education, pairing intensive instruction in robotics, web design, and mobile development with high-touch mentorship and exposure led by the industry’s top female engineers and entrepreneurs. Girls Who Code was launched in 2012 with one program in New York City. There are now 40,000 involved in this program across 50 states. Through year-round clubs and the summer programs they offer hands-on experience in computing concepts, including programming fundamentals, mobile app development, robotics, web development and design. GWC’s alumni have completed technical internships at top tech companies including: Twitter, Facebook, Microsoft, and Google. Microsoft was a partner of GWC’s clubs program for 2018.

- **The Gregoire Fellows Program** seeks to bring greater diversity to the University of Washington School of Law and the legal profession by providing scholarships, mentoring, and access to internships to law students. Microsoft joined former-Governor Christine Gregoire, corporate legal departments and law firms to establish the program in 2015. Funding and participation from Microsoft and others provided scholarships to nine law
students. In Summer 2018, Microsoft hosted one of the Gregoire Fellows as summer interns. Throughout the year, Microsoft attorneys and employees provided mentorship and program support.

- Established in 1981, the Greater Seattle Business Association (GSBA) is the largest LGBT and allied chamber of commerce in North America. The GSBA represents over 1,100 small business, corporate and nonprofit members who share GSBA’s values of promoting equality and diversity in the workplace. The organization is widely known through the Puget Sound region for its effectiveness in marketing and providing business development for small businesses; connecting community through business, advocating for civil rights and business; promoting LGBT tourism through Travel Gay Seattle; and investing in the next generation of leaders through the GSBA Scholarship Fund. Microsoft is a Diamond Partner of the GSBA and in 2018 provided scholarships for GSBA scholars, and supported capacity building for LGBTQ+ business development with business empowerment programs. Microsoft executives and employees are actively engaged in mentoring and scholarship programs for this community.

- Microsoft partners with HirePurpose, a hiring platform that is dedicated to veterans and the military community. Its mission is to help transitioning service members, veterans, and military spouses find careers they love. HirePurpose is a Grid North Company, a technology company empowering the next great generation of American veterans. Incorporating three brands (HirePurpose, Task & Purpose, and Military One Click) Grid North offers unique solutions to challenges faced by service members, spouses and military family members. Microsoft created its own website on the HirePurpose platform which describes programs offered to veterans. Visitors to this site are also provided with a list of current open positions and interested candidates are redirected to the corporate career site.

- Hiring Our Heroes, a U.S. Chamber of Commerce effort was founded by veterans, for veterans, to provide career advice and job transition assistance. The organization provides employers and veterans an opportunity to meet, through job fairs throughout the year. Microsoft participated in multiple Transition Summits across the United States, Europe and Asia in 2018.

- Hispanic Association on Corporate Responsibility (HACR) was founded in 1986 and is an influential advocacy organization in the nation representing 16 national Hispanic organizations in the United States and Puerto Rico. Its mission is to advance the inclusion of Hispanics in Corporate America at a level commensurate with our economic contributions. To that end, HACR focuses on four areas of corporate responsibility and community reciprocity: employment, procurement, philanthropy, and governance. Microsoft is a Corporate Associate Level member of this organization and was a sponsor of the 26th Annual HACR Symposium and CEO Roundtable held in May 2018 in Las Vegas, NV. Microsoft hosted a Tech Lounge where conference attendees could relax, and check email and interact with Microsoft technology. Microsoft also partners with HACR to provide professional development opportunities for Microsoft employees, with employees participating in the 2018 HACR Young Hispanic Corporate Achievers, Corporate Achievers Summit and Leadership Pipeline programs. A Microsoft leader
participated on a panel discussion about workforce development providing perspective on developing digital skills and the global talent pipeline.

- **Hispanic IT Executive Council (HITEC)** is a premier global executive leadership organization of senior business and IT executives who have built outstanding careers in information technology. HITEC’s premiere network spans the Americas and is focused on building stronger technology and executive leaders, leadership teams, corporations, and role models in a rapidly changing, flatter, and information technology centric world. These global leaders include executives leading Global 1000 corporations while others lead some of the largest Hispanic-owned IT firms across the Americas. Microsoft is in active partnership with HITEC and hosted the HITEC Summit at the Microsoft headquarters in August 2018.

- The **Hispanic National Bar Association** (HNBA) represents the interest of over 25,000 Hispanic American attorneys, judges, law professors, and law students in the United States and Puerto Rico. The primary objectives of the HNBA are to increase professional opportunities for Hispanics in the legal profession and address issues of concern to the national Hispanic community. Eight Microsoft employees participated in the HNBA 43nd Annual Convention held in Philadelphia, Pennsylvania, Missouri in September 2018. One Microsoft employee participated in the Latina Leadership Academy and another Microsoft employee serves on the HNBA Board of Governors. In addition, the HBNA and Microsoft continued their partnership to increase the number of Latino lawyers in the U.S. practicing intellectual property (IP) law through the “HNBA/Microsoft IP Law Institute.” The Institute – launched in 2013 – provides opportunities for Latino students interested in intellectual property law, including patents, copyrights, trade secrets and trademarks. In June 2018, twenty-five Latino law students from law schools across the country were chosen to participate in an IP immersion program in Washington, DC with all expenses covered.

- **Human Rights Campaign** (HRC) is the largest national lesbian and gay political organization. HRC lobbies Congress, provides campaign support to candidates for federal office, and works to educate the public on a wide array of topics affecting gay, lesbian, bisexual, and transgender Americans, including workplace, family, and discrimination issues. Microsoft was a 2018 National Corporate Partner and was also named as one of the Best Places to Work in 2018 by HRC, scoring 100% on the HRC’s Corporate Equality Index.

- Throughout the year, **Human Rights Campaign (HRC) - Seattle** sponsors and organizes events to help raise awareness about LGBT issues, attract new members and volunteers, and raise funds for HRC’s national advocacy and education programs. The organization convenes Town Hall meetings throughout the year on important issues of interest to the LGBT community; partners with organizations advocating for LGBT rights at the local and state levels and hosts an annual fundraiser. Microsoft has active members participating on local committees and attendees at the HRC Seattle Gala held in September 2018.

- The Microsoft **Imagine Cup** is the world’s premier student technology competition. The Company invites all eligible students to use their imagination and passion to create a
technology solution in one of the competitions and challenges. Over the past 16 years, nearly 2 million students from around the world have participated in the Imagine Cup. When students join the Imagine Cup community, they connect with other creative individuals from all over the world to share ideas, have fun, and be there when the next big thing is unveiled. Imagine Cup gives students an opportunity to 1) break new ground, solve tough problems facing the world today, and maybe even turn ideas into a business; 2) get involved in the next wave of games and applications; 3) learn new technological skills; 4) test oneself against the brightest students around the world; 5) make new friends; and 6) win cash, grants, and prizes.

- In celebration of 2018 National Disability Employer Awareness Month, Microsoft sponsored the second annual Inclusive Hiring Virtual Career Fair for People with Disabilities. The Company was joined by a number of employers including Alaska Airlines, Amazon, Fidelity Investments, EY, HomeStreet Bank, JP Morgan Chase and TMobile. The objective of this event was to connect people with disabilities with top employers who have inclusive hiring programs.

- **Inspiring Girls Now in Technology Evolution (IGNITE)** is a non-profit program working with female high-school students in the greater Seattle area. The program aims to inspire girls to consider high-tech careers. Many Microsoft women are members of IGNITE, volunteering their time to talk to and mentor girls about how their own high-tech careers have opened up opportunities in their lives. Over the course of the year, students from all participating high schools were brought to Microsoft for a campus field trip, which included luncheon meetings with Microsoft employees and other exciting activities designed to introduce girls to hands on workshops and careers in high tech. Microsoft was also one of the sponsors of the 2018 Spring Gala held in Seattle, WA on April 14, 2018.

- **The Korean-American Scientists and Engineers Association (KSEA)** is a non-profit professional organization established in 1971, currently 63 chapters nationwide with more than 10,000 scientists and engineers. KSEA strongly believes that math and science are very important in our technological and scientific age. Proficiency in these two areas is the gateway to jobs and careers of all kinds. By offering National Mathematics & Science Competitions (NMSC), the organization aims to challenge and inspire all students to learn more math and science. Each year, students in grades 3 to 11 participate in a KSEA NMSC contest being offered in a number of states. The KSEA NMSC program is dedicated to the goal of fostering the mathematical capabilities of all students. Microsoft was a sponsor and hosted a KSEA National Mathematics & Science Competition on campus in April 2018. The events organized by KSEA are designed to encourage students work to explore careers in math and science and provides a forum for them to connect with others in the IT field and members of the community. Microsoft’s Korean Employee Network members are key organizers for the event.

- **Leadership Council on Legal Diversity (LCLD).** The LCLD is an organization of more than 265 corporate chief legal officers and law firm managing partners who have dedicated themselves to creating a diverse U.S. legal profession. LCLD programs are designed to attract, inspire, and nurture the talent in society and within legal organizations, thereby
helping a new and more diverse generation of attorneys ascend to positions of leadership. Microsoft President and Chief Legal Officer served as the Chair of the Board of Directors from 2012-2016. In 2018, two Microsoft attorneys participated in the LCLD Fellows program, which provides leadership training to high-potential attorneys. And two Microsoft attorneys participated in the LCLD Pathfinders program, which provides leadership training to high-potential early in career attorneys.

- In 2018, Microsoft continues to partner with Lime Connect, a premier resource for top talent in the disability space by attracting, preparing and connecting highly accomplished individuals with disabilities for careers with the world’s leading corporations. The organization’s goal is to break stereotypes and lead all companies to realize the importance, and value, of employing people with disabilities at every level of education, talent and ability.

- The goal of the Microsoft Autism Hiring Program which was launched in the United State in May 2015, is to attract talent and build an inclusive approach to support individuals on the Autism spectrum that will contribute to the way we work as a company in building and servicing our products. The Program is a one-week hands on academy that focuses on workability, team projects, skill assessment, gives candidates an opportunity to showcase their unique talents and meet multiple hiring managers and teams while learning about Microsoft as an employer of choice. During this AAP year, Programs were held in January, April, August and October 2018.

- The Microsoft disAbility Scholarship delivers on the mission of Microsoft’s cross disability employee resource group to empower and enable people with disabilities. This scholarship enables high school students with disabilities to go to college and target a career in the technology industry. The Scholarship is 100% funded by employees from across the Company with a goal of giving scholarships to talented students with disabilities entering college in the fall and helping Microsoft to build a pipeline of future talent. This scholarship is awarded to promising high school seniors who plan to attend a vocational or academic college and have a financial need. This $5,000 scholarship is renewable up to $20,000, which is paid through the Seattle Foundation on behalf of the disAbility Employee Resource Group (ERG) at Microsoft to the recipient’s school’s Financial Aid Office. Since 2014, ten students have received the non-renewable $5,000 scholarship and 5 students have received the renewable $20,000.

- Microsoft Giving Campaign. In 2018, Microsoft employees gave hope to the community through donations of $163 million and 760,000 volunteer hours during its annual giving campaign that is dedicated to raising awareness and generating contributions for nonprofit organizations. Microsoft and its employees have actively participated in the campaign since 1983. A special website is set up for employees to encourage them to make a pledge online and a number of resources are provided to assist them in selecting potential nonprofit organizations.

- The Microsoft Inclusive Hiring Program is vital to deliver on our strategy of having a diverse workforce and inclusive culture, which in turn will help us to ensure that our
products and services empower all of our customers. The Microsoft Inclusive Hiring site was developed to provide potential candidates with one place to find information on job opportunities. Microsoft also promotes this practice to other organizations. Ability Hiring events were held in May, September, and November 2018.

- Since it was established in 2008, the **Microsoft Law Firm Diversity Program** (LFDP) has significantly increased the percentage of hours worked by diverse lawyers on Microsoft matters. In June 2015, Microsoft implemented a change in approach to reward improvements in the diversity of firm leadership. Participating firms are now eligible to earn bonus legal fees if they achieve concrete improvements in the diversity of firm leadership, leadership of the firm’s relationship to Microsoft, and partnership leadership on Microsoft matters. In Fall 2018, Microsoft recognized Davis Wright Tremaine for its progress on diversity.

- In September 2018, the **Microsoft Military Spouse Technology Academy** was launched as a new pilot program uniquely designed to train military spouses with necessary skills for long-lasting and meaningful technology careers that are both high-paying and portable. The 22-week classroom-based program provides training for careers in server and cloud administration. A mentoring program is also offered for the students.

- Each year, **Microsoft Research** hosts a series of summits around the world. These events provide a forum for exploring research results and directions and foster conversations among scientists, faculty, and up-and-coming new students about cross-discipline opportunities. Leading academic researchers and educators join with Microsoft researchers to explore the latest research results, collectively discuss the challenges faced by the community, search for the best approaches to meeting those challenges, and identify new research opportunities. The participants’ range of interests and the breadth of the technical areas covered in the program ensure a unique experience and provide a venue for meeting with colleagues and friends across the full range of the computing disciplines. On August 1-2, 2018, the **Microsoft Research Faculty Summit** brought together hundreds of thought leaders from academia, government and Microsoft to reflect on how current computing disciplines open new opportunities for research and development.

- Microsoft Research is funding a new academic program, the **Microsoft Research Dissertation Grant**. This grant program offers selected doctoral students doing computing research at U.S. and Canadian universities up to US $25,000 to fund their dissertation work. This program is open to students currently under-represented in the technology sector, including women, people with disabilities, and people who are African-American/Black, Hispanic/Latino, American Indian/Alaskan Native, or Native Hawaiian/Pacific Islander, reflecting Microsoft’s commitment to growing the number of diverse students obtaining computing degrees. A key goal of this grant is to broaden participation and diversify the high-tech workforce. This grant program targets students in their fourth year or beyond of doctoral studies. Students at this later stage of their doctoral work have a sufficiently concrete research plan that they should be able to articulate specific funding needs.
Microsoft Research also offers funding programs for earlier stages of students’ doctoral studies, such as the PhD Fellowship Program, which is open to second- and third-year doctoral students.

- The **Microsoft Software & Systems Academy** (MSSA) is a program launched by Microsoft in 2013 to provide software development training to U.S. active duty service members transitioning out of the military. The Academy offers America’s veterans the opportunity for new careers in the growing technology field. MSSA consists of a 16-week course to prepare U.S. service members to obtain the certification required for technology careers such as a developer, applications engineer and IT project manager. Beginning as a pilot program partnering with Saint Martin’s University and Joint Base Lewis-McChord in Washington State, the largest military installation west of the Mississippi, the program expanded to California’s Camp Pendleton and Texas’s Fort Hood in 2014. Additional locations were finalized in 2016. Active duty service members transitioning from all branches of the military as well as members of the National Guard and Reserves returning to their civilian jobs are eligible for the Academy. Microsoft is committed to helping current and former service members find new career paths in the technology industry. With tech training through MSSA, Microsoft empowers active duty U.S. service members and veterans with the necessary job skills to enter the IT industry. Upon successful completion of the program, participants gain an interview for a full-time job at Microsoft or one of over 400 companies who have successfully hired MSSA graduates. In 2018, more than 300 transitioning service members and veterans completed the MSSA course. Each was interviewed for a job with Microsoft Corporation. Additionally, at each of the 14 locations where MSSA operated, Microsoft participated in bi-weekly briefings and quarterly outreach events to encourage people to join MSSA or apply for work at Microsoft.

- **Military Officers Job Opportunities** (Military MOJO) is a Veteran and Minority Owned Small Business dedicated to connecting transitioning military candidates (Officer and Senior NCO) with national employers through career fairs. MOJO offers their candidates professional resume assistance and career counseling so they are prepared to engage with corporate recruiters. Microsoft attended MOJO’s annual hiring events in San Diego, San Antonio, and Washington, DC in 2018.

- The **Minority Corporate Counsel Association** (MCCA) was founded in 1997 to advocate for the expanded hiring, retention, and promotion of minority attorneys in corporate law departments and the law firms that serve them. MCCA accomplishes its mission through the collection and dissemination of information about diversity in the legal profession, as well as scholarship and grant programs targeted to increasing access to higher education in the law for diverse and economically disadvantaged students. A Microsoft executive serves on MCCA’s board, another Microsoft attorney serves on MCCA’s Next GenAdvisory Board and Microsoft attorneys participated and attended MCCA conferences throughout 2018. Through MCCA, Microsoft also continued to provide three-year scholarships to three law students.

- Organized by the Blacks at Microsoft employee resource group (BAM), Microsoft annually sponsors a **Minority Student Day**. This event was designed to motivate local minority
high school students to pursue careers in technology. During the 28th Annual Minority Student Days (events were held regionally in March 2018) more than 1600 high school students from schools nationwide had a chance to meet with employees at various levels and in various job titles within the organization. Minority Student Days were held in 10 locations across the country including Mountain View, CA; Atlanta, GA; New York, NY; Washington DC; Charlotte, NC; Las Colinas, TX; Columbus, OH; Houston, TX; Cambridge, MA and Redmond, WA. Several locations also included programming for 96 college students from 16 colleges providing additional insights into careers at Microsoft and connecting them with university recruiting teams.

• **The National Asian Pacific American Bar Association** (NAPABA) is represented by Asian Pacific American (APA) attorneys, judges, law professors, and law students. NAPABA represents the interests of over 40,000 attorneys and more than 60 state and local APA bar associations. NAPABA has been at the forefront of national and local activities in the areas of civil rights reform, combating anti-immigration sentiment and hate crimes, increasing the diversity of the federal and state judiciaries and professional development of APA lawyers. The organization provides a national network for its members and affiliates. Microsoft was one of the platinum sponsors at the Annual Convention held in November 2018, in Chicago, Illinois. Sixteen Microsoft employees attended the convention and six served as speakers during the convention and a Microsoft attorney is currently serving as General Counsel to NAPABA.

• Since 1899, the **National Association of Women Lawyers** (NAWL) has been providing leadership, a collective voice and resources to advance women in the legal profession and to advocate for the equality of women under the law. Microsoft is a NAWL sustaining sponsor, as well as a rainmaker sponsor for its annual General Council Institute conference (GCI). In November 2018, six Microsoft attorneys attended GCI in New York City, NY and two participated in a panel discussion. In February 2018, two Microsoft employees attended the Mid-Year Meeting in San Diego, CA. In addition, Microsoft attorneys serve on the Board of Directors, chair Affinity Groups, are the leadership team for GCI, and take leadership roles in regional conferences.

• The **National Bar Association** is the oldest and largest national association of predominantly African American lawyers and judges. In 2018, Microsoft provided support and hosted the NBA Crump Law Camp, which provides high school aged youth with an introduction to the American judicial system. Microsoft attorneys served as panelists and provided demos of Microsoft technology to the Crump Law Camp participants. Microsoft also sponsored and participated as panelists for the NBA Commercial Law Section Conference in February 2018 and the Annual Conference in July 2018 in New Orleans, Louisiana. Microsoft attorneys serve on executive committees of the NBA Commercial Law Section and advise on the Annual Conference.

• **National Black Law Students Association** (NBLSA) is a national student-run organization formed to articulate and promote the needs and goals of Black law students to effectuate change in the legal community. Microsoft sponsored the organization’s annual conference in March 2018.
• **National Black MBA Association (NBMBAA)** is a non-profit, national organization that serves as a support network for minority MBA graduates and professionals. Established in 1970, the Association is dedicated to developing partnerships that result in the creation of intellectual and economic wealth in the black community. In partnership with over 400 of the country’s top business organizations, the association has inroads into a wide range of industries as well as the public and private sector. As in the past, Microsoft actively networks and recruits at the conference. Microsoft serves as a corporate partner through its financial contributions and participation in recruiting events including the 40th annual Conference & Expo in September 25-29, 2018 in Detroit, MI. Microsoft engaged in two full days of recruiting and networking at the Microsoft Booth and the NBMBAA Membership Lounge (sponsored by Microsoft). Microsoft executive, Toni TownesWhitley spoke at the Executive State of the Business Luncheon and several leaders spoke on panels, including a Microsoft organized panel providing insights to careers in tech beyond coding.

• **National Center for Women in Information and Technology (NCWIT)** is an organization that ties existing organizations like Anita Borg Institute and CRA-W together in order to create systemic change at every stage of the pipeline of technical women. The NCWIT mission is to ensure that women are fully represented in the influential world of information technology. Through a nationally connected effort of programs, networks, and research, the Center works to guarantee that women’s perspectives and skills contribute significantly to the creation and application of information technology. Microsoft is a member of NCWIT’s Workforce, Academic and K-12 Alliances and has been an Investment Partner since 2006. Microsoft is a founding supporter of TECHNOLOChicas, a partnership between NCWIT and the Televisa Foundation which targets young Latinas and their families with a media campaign about STEM and careers in technology. Each of these areas of investment provides opportunities to impact diversity & inclusion efforts for early pipeline, collegiate and industry talent. One Microsoft senior executive serves on the Board. Microsoft is a strategic partner of this organization and participated in the May 2018 Summit held in Grapevine, TX.

• **National Industry Liaison Group (NILG)** promotes Affirmative Action and Equal Employment Opportunity by working closely with the Office of Federal Contract Compliance Programs, Employment Opportunity Commission, related administrative agencies and Local and Regional ILGs to advocate the positions and viewpoints of constituents, comment and provide feedback on Regulatory and Legislative initiatives, educate constituents on developments regarding equal employment, opportunity and affirmative action and related regulatory changes. This mission is accomplished by carrying out the activities outlined in the bylaws and by achieving targeted objectives. A Microsoft employee serves on the National ILG board.

• **National Native American Bar Association (NNABA)** is a national association whose roots trace back more than 40 years. The organization is devoted to increasing diversity in the legal profession and increased understanding of native communities’ unique cultural and legal issues with minority bar associations. Members also share the communal responsibility, either directly or indirectly, of protecting the governmental sovereignty of the more than 560 independent Native American Tribal governments in the United States.
Microsoft sponsored NNABA in 2018 and a Microsoft attorney serves as an officer on its Board of Directors.

- **National Society of Black Engineers** (NSBE) is dedicated to developing student interest in engineering careers, with the goal of increasing the number of minority students entering undergraduate and graduate engineering programs. Their activities include tutorial programs, high school/junior high outreach programs, technical seminars and workshops, a national network (NSBENET), two national magazines, a professional newsletter, as well as career fairs, awards, banquets, and an annual national convention. Microsoft is a member of the NSBE Board of Corporate Affiliates providing ongoing support to the organization. Microsoft was one of the exhibitors at the 44th Annual Convention which was held in March 21-25, 2018 in Pittsburg, PA. At the annual convention, Microsoft’s presence included 2 full days of recruiting and networking at the Microsoft booth during the career fair. Executives and senior leaders from the Microsoft engineering businesses attended the event and engaged in meeting candidates and networking with the NSBE leadership. Members of the Xbox team presented a GameJam workshop to conference attendees.

- The **Northwest Mountain Minority Supplier Development Council** is a regional affiliate of the National Minority Supplier Development Council, a non-profit organization dedicated to improving the relationship between major corporations, public agencies and minority-owned businesses. Founded in 1972, NMSDC has 37 regional councils, and matches more than 17,000 minority business enterprises with more than 3,500 corporate members. A Microsoft Director serves on the Board of NMSDC. In 2017, Microsoft was one of the platinum sponsors of the organization.

- **Out & Equal Workplace Advocates** is the world’s premier nonprofit organization dedicated to achieving lesbian, gay, bisexual, transgender, and queer workplace equality. They partner with Fortune 1000 companies and government agencies to provide executive leadership development, comprehensive training and consultation, and professional networking opportunities that build inclusive and welcoming work environments. Microsoft was a Champion Sponsor of the Out & Equal Workplace summit held in Seattle, WA October 1-4, 2018. Microsoft hosted an expo booth to share information about our company and culture as well as organized a panel – Breaking Through: Using Story Telling to Break Intersectionality Barriers. Microsoft employees and executives also participated in sector specific roundtable discussions.

- **Out Leadership** seeks to drive LGBT+ inclusion in businesses. It partners with business organizations and engages with C-suite and other senior business executives to make the business case for LGBT+ inclusion. In 2018, Microsoft participated as a member in Out Leadership, with employees attending organization events in Asia, Europe and the United States.

- Since 1995, **Powerful Voices** has been improving the lives of adolescent girls in Seattle through innovative evidence-based programs in public middle schools and in the juvenile justice system. Its founders met at the University of Washington - School of Social Work.
During a time of dot-com start-ups they built a dot-org start-up, which was known as the Seattle Women’s Resource Project. Their vision was an organization that would promote Girl Justice and address issues at their root, by instilling leadership skills, fostering the development of critical thinking, and promoting the individual potential in adolescent girls. Since completing its first assignment in 1995 - a county-wide needs assessment on behalf of the King County Women's Advisory Board - Powerful Voices has become recognized for its valuable work in the area of supporting adolescent girls during a crucial period in their lives. Since starting its programs, Powerful Voices has served more than 5,000 young women in the Seattle-King County area. The Powerful Voices luncheon was held on October 2018 in Seattle, WA. A Microsoft Manager currently serves as a Board member.

- **Prospanica, formerly known as National Society of Hispanic MBAs Association (NSHMBA)** is a premier Hispanic organization serving 46 chapters across the U.S. and Puerto Rico. Prospanica fosters Hispanic leadership through graduate management education and professional development in order to improve society. Microsoft is a member of the Prospanica Corporate Advisory Board and actively recruits at the Prospanica Annual Conference. The 2018 conference was held September 12-14, 2018 in Milwaukee, WI. In addition to a recruiting presence, Microsoft sponsored a panel discussion on Corporate Social Responsibility. Microsoft also supports the Prospanica scholarship program which provides college scholarships to college students.

- **Service Academy Career Conference (SACC)** is a career program launched and supported by the 5 service academies – U.S. Air Force, U.S. Coast Guard, U.S. Merchant Marine, U.S. Military Academy and the U.S. Naval Academy. The candidates are exclusively service academy graduates transitioning out of the military, or presently working in corporate America and making a career change. The company recruiters attending the SACC come prepared to meet with a full range of candidates from junior to senior officers. Microsoft participated in a number of SACC conferences during the last AAP year including those held in Savannah, GA, Washington, DC, San Diego, CA, and San Antonio, TX. These graduates are invited to participate in professional development seminars as well as job fairs hosted by a number of employers, including Microsoft.

- **Society of Hispanic Professional Engineers (SHPE)** was founded in 1974 as a national organization of Hispanic engineers who serve as role models in the community. Another important function of SHPE is to provide networking for Hispanic students and professionals. Microsoft was a gold sponsor at the National conference held November 711, 2018 in Cleveland, OH. At the annual conference, Microsoft’s presence included 2 full days of recruiting and networking at the Microsoft booth during the career fair and two full days of University Recruiting Onsite Interviews. Microsoft representatives also presented a workshop at the conference.

- **Society of Women Engineer (SWE)** has given women engineers a unique place and voice within the engineering industry. The organization is centered around a passion for its members' success and continues to evolve with the challenges and opportunities reflected in today's exciting engineering and technology specialties. SWE’s mission is to stimulate women to achieve full potential in careers as engineers and leaders, expand the image of
the engineering profession as a positive force in improving the quality of life, and demonstrate the value of diversity. Microsoft was an exhibitor at the WE18 held in Minneapolis, MN in October 2018. At the annual conference, Microsoft’s presence included 2 speakers and 2 full days of recruiting and networking at the Microsoft booth during the career fair and two full days of University Recruiting Onsite Interviews. We also hosted a two-hour networking event.

- **South Asian Bar Association of North America (SABA)** – formed in 2002, SABA is a nonprofit, nonpartisan, membership organization that represents the interests of South Asian legal professionals in North America. We foster professional development; ensure improved recruitment, retention and advancement of South Asian legal professionals; and provide legal education and access to resources to the South Asian community in the United States and Canada. SABA is also committed to advocating for policy solutions that promote justice, equity and opportunity for South Asians. Microsoft is sponsoring their annual Conference this June in Atlanta. A Microsoft attorney is serving as President Elect of the organization and will assume the role of President at the conclusion of the annual conference.

- The mission of **Special Olympics** is to provide year-round sports training and athletic competition in a variety of Olympic-type sports for children and adults with intellectual disabilities, giving them continuing opportunities to develop physical fitness, demonstrate courage, experience joy and participate in a sharing of gifts, skills and friendship with their families, other Special Olympics athletes and the community. The 2018 Special Olympics USA Games featured more than 4,000 athletes and coaches who competed in 14 Olympic type team and individual sports, cheered on by tens of thousands of volunteers and spectators. Microsoft was the Premier Partner of the 2018 Special Olympics USA Games. Since 2014 Microsoft has partnered with Special Olympics, using cloud-based data management to empower the organization and its athletes through technology on and off the field, while supporting the organization’s efforts to build a more inclusive global community. The President of Microsoft served as the 2018 Honorary Board Chair.

- **Student Veterans of America (SVA),** was founded as a grassroots group. As veterans returned home to use GI Bill benefits, they found that their campuses did not provide adequate support services to assist student veterans as they worked towards their educational goals. Lacking support, student veterans decided to organize on campuses across the country. These groups began to connect through social media with one another-spreading best practices, sharing success stories, and supporting one another to further strengthen the student veteran community. In 2008, members from various chapters formalized this grassroots movement and Student Veterans of America was born. SVA was officially incorporated in January 2008 to provide programs, resources, and support to the ever-evolving network of local student veteran organizations. Each of these independent groups could then join the umbrella coalition as a chapter. Since SVA’s founding in 2008, over one million veterans have returned home to pursue a postsecondary degree or certificate using VA education benefits. To meet this need, SVA’s presence at the local and national levels has grown to include over 950 chapter affiliates, numerous private and non-profit partners, and most importantly, an expanding list of impactful
programs and services for veterans. Microsoft’s VP of Military Affairs is also a member of the SVA’s Board of Directors.

- **Microsoft’s Supplier Diversity Supported Employment Program**, is a partnership with vendors and local employment agencies to make a substantial difference in the lives of people with developmental disabilities who might otherwise be overlooked in the job market. People with developmental disabilities face particular challenges in the job market. There is a belief that with the right training and support, people with disabilities can become successful, productive workers with jobs that match their interests and abilities. Having fulfilling employment also promotes their independence and helps them become fully integrated members of their communities. This program was launched in 2014 and continues to grow each month.

- **Technology Education and Literacy in Schools (TEALS)** was founded by a Microsoft employee and supported by the Company. The program initially brought technology education (basic programming) into the classrooms of a few high schools located in the Puget Sound region of Washington State in 2009. During the 2013-2014 school year, TEALS partnered with 70 schools in 12 states. In 2017-2018, that number increased to 344 schools in 29 states plus Washington DC. Employees support the program by volunteering to teach courses before beginning their normal work day at Microsoft. To encourage the education of technical skills for youth, Microsoft has sought the support of technical workers outside of Microsoft providing the template and curriculum for the program. The latest volunteer tally includes 750 software engineers from industry-leading companies like Microsoft, Amazon, Google, and nationally ranked education institutions U.C. Berkeley and the University of Washington.

- Established in 1987, the **Thurgood Marshall College Fund** (TMCF), named for the U.S. Supreme Court's first African-American Justice, supports and represents nearly 300,000 students attending its 47 member-schools that include public Historically Black Colleges and Universities (HBCUs), medical schools and law schools. TMCF helps students with a clear intention and the motivation to succeed and acquire a high-quality college education at an affordable cost. Through its scholarships and programs, TMCF plays a key role in preparing the leaders of tomorrow. A Microsoft Vice President serves as one of the Board of Directors of TMCF.

- **VetsinTech** supports current and returning veterans with re-integration services, and by connecting them to the national technology ecosystem. The organization is committed to bringing together a tech-specific network, resources, and programs for our veterans interested in Education, Entrepreneurship, and Employment. Microsoft is a sponsor of VetsinTech and participated in activities in 2018.

- **The Washington State Opportunity Scholarship** (WSOS) was created in 2011 to address rising tuition at Washington colleges and universities. Businesses and the Washington State Legislature joined forces to fulfill the promise of better education and career opportunities for Washington students. Together they have created a unique public-private partnership, including major employers like Boeing and Microsoft. This scholarship provides help to
students in families who earn up to 125% of the median family income attain bachelor’s degrees in high employer demand fields including science, technology, engineering, math (STEM) and health care. WSOS Scholars can receive up to $22,500 in scholarship funds over a maximum of five years to mitigate the financial burden of higher education. Over the course of their WSOS experience, Scholars improve their job readiness skills, receive one-on-one mentorship, gain exposure to work-like experiences and get access to industry professionals. This continues their commitment to invest in Washington students and meet the needs of Washington State employers to fill the jobs of the future. Microsoft’s President and Chief Legal Officer serves on the WSOS Board.

• **Washington STEM** is a nonprofit dedicated to advancing excellence, equity, and innovation in science, technology, engineering, and math (STEM) education in Washington State. The organization was founded to reimagine and revitalize STEM education for every student in Washington State. Its priority is to nurture and scale breakthrough ideas in STEM education, invest in communities to grow networks of STEM professionals and educators, and advocate for important policy changes. Their goal is for all Washington high school graduates to be STEM literate, prepared to complete postsecondary degrees, and thrive in Washington’s STEM-driven workforce and society. A Microsoft’s Corporate Vice President serves on the Board. Microsoft is one of Washington STEM’s donors and was a sponsor of the STEM Summit held in November 2018.

• **We Day** is a movement that is focused in bringing together a generation of youth to be engaged in changing the world through an inspirational event and yearlong educational program. The We Day movement lives online at weday.com, an online hub dedicated to educating, engaging and empowering a generation of socially-conscious youth. It is an initiative of *Free The Children*, an international charity and educational partner that works with schools to implement the We Act program. It is a comprehensive service learning program that supports schools and youth groups in taking tangible action to make a difference in the world. Groups take on one local and one global action and report back to *Free The Children* to earn their way to We Day. Local schools and groups get the tools and resources to help students make their We Act commitments come to life. Microsoft, in partnership with Allstate, Unilever and Walgreens were the Regional Co-Title sponsors in the 2018 We Day events.

• **We Still Serve** (www.military.microsoft.com) is a special website for veterans created by Microsoft’s U.S. military veteran employee network and the Talent Acquisition Team. The site is a Microsoft Military Affairs initiative which provides veterans outside the Company with information about the Microsoft Software and Systems Academy, as well as other military related initiatives sponsored by Microsoft like the Military Spouse Technology academy.

• **Women in Technology international** (WITI) started in 1989 as The International Network of Women in Technology and, in 2001, evolved into The WITI Professional Association, the world's leading trade association for tech-savvy women. Today, WITI is the premiere global organization empowering women in business and technology to achieve unimagined possibilities. Microsoft is a corporate member of WITI. The membership provides global access to all Microsoft full time employees to WITI membership. Our package also
includes opportunities to host webinars and post open job roles on the WITI portal. Microsoft participates in the WITI Technology Summit, held annually in San Jose, CA. The company has a hosted table at the Expo and sends representatives to attend. Microsoft’s Cambridge, MA office co-hosted a WITI Boston area Chapter learning and networking session in 2018.

- **Women’s Business Enterprise National Council** (WBENC) is the largest third-party certifier of businesses owned, controlled, and operated by women in the United States. WBENC, a national 501(c)(3) non-profit, partners with Regional Partner Organizations to provide its world class standard of certification to women-owned businesses throughout the country. WBENC is also the nation's leading advocate of women-owned businesses as suppliers to America's corporations. Astra Women’s Business Alliance (Astra) is a Regional Partner Organization of WBENC operating in a six-state region: Alaska, Northern California, Idaho, Montana, Oregon and Washington. Microsoft continues to be a corporate member of WBENC and an employee served as a board member of the organization in 2017.

In addition to the above organizations, the Microsoft Philanthropies team works with many groups in its community efforts. It believes that technology is a powerful force for good in a rapidly changing world, and through Microsoft Philanthropies, the Company is working to ensure that everyone has access to the economic opportunities it provides. Every day Microsoft donates nearly millions of dollars in products and services to nonprofits. Beyond philanthropy, the Company advances community empowerment with commercial offerings and other programs. A few examples are summarized in its Corporate Social Responsibility Report below.

**2018 Corporate Social Responsibility report highlights**

**Introduction**

As we pursue our mission to empower every person and every organization on the planet to achieve more, we see great opportunity for our customers, partners and business. We also recognize that this opportunity comes with significant responsibilities to society. That is why we are continuously working to apply technology in ways that empower all people, strengthen communities globally, and protect our planet. It is also why our policies and business practices are rooted in a commitment to timeless values such as trust, privacy, inclusion, and transparency.

This commitment not only guides the products and services we develop, but also how we operate and contribute to society around the world. While we are pleased to share our progress on addressing important societal issues during fiscal year 2018, we understand we must do more, and that our customers, partners, and stakeholders hold us to high standards.

**Empowering people - Working to help everyone achieve more**

61 technology companies joined us in signing the Cybersecurity Tech Accord to protect and empower civilians online.
12 million youth in 54 countries were provided with computer science learning experiences to prepare them for the jobs of tomorrow.

Microsoft spent more than $3 billion with minority-, disabled-, veteran-, LGBTQ-, and woman-owned businesses in FY18.

Together with the Markle Foundation, we’re on track to empower 50,000 workers by 2020 with the skills they’ll need to succeed in the digital economy.

Learners around the world have participated in 96 million Minecraft Hour of Code sessions since 2015 to gain computer science skills.

Through TEALS, 1,000+ technology volunteers partnered with teachers to bring computer science education to 13,000 students in 344 U.S. high schools.

**Strengthening communities - Advancing social and economic opportunity everywhere**

$1.4 billion in software and services was donated to NGOs who are addressing important societal issues around the world.

$158 million was donated by our employees (including Microsoft company match) to NGOs who serve the communities where our employees, customers, and their families live and work.

Microsoft Philanthropies supported more than 96,000 NGOs globally, putting us on pace to exceed our goal of empowering 300,000 NGOs by the end of 2020.

$30 million in technology and cash donations was provided to emergency response organizations and to humanitarian organizations serving refugees.

**Protecting our planet - Safeguarding our planet’s most valuable resources**

100% carbon neutral operations were attained, and we surpassed our goal of sourcing 50% of the electricity used by our datacenters from renewable energy sources by the end of 2018.

75% reduction in carbon emissions is planned through continued carbon neutrality and energy commitments.

$50 million over five years dedicated to getting cloud and AI tools in the hands of those solving global environmental challenges.

20% reduction in product packaging weight for new devices in FY18.