

31 August 2021

Partner Confirmation of Support

Dear Microsoft,

Non-binding. This letter is a statement of support only and does not constitute a binding legal commitment or create any legal obligation or right for either Microsoft or the organization signing this letter.

As a partner to Microsoft UK, we share Microsoft's global vision to empower every person and every organisation on the planet to achieve more.

Together, Microsoft and its partners can and do have powerful impact.

Our organisation will therefore strive to, wherever possible:

- Ensure we are an ambassador of Microsoft UK's Digital Skills initiatives:
 - Raise internal awareness of the Digital Skills initiatives and take advantage of all opportunities to provide staff with new skills training.
 - Promote the Digital Skills initiatives to customers.
- Ensure we are promoting Apprenticeships:
 - Review minimum requirements in selection criteria for early-in-career roles – particularly whether a degree is truly required or not.
 - Commit to at least one apprentice across one of the programmes offered through Microsoft's Apprenticeship Learning Partners.
 - Seek opportunities to inform young people about digital careers. e.g. by enabling past apprentices to visit schools and colleges, or by providing work experience opportunities.
- Ensure we are building AI in a responsible and ethical way, consistent with AI design principles such as:
 - Fairness – Use AI to drive efficiencies while protecting dignity and guarding against bias.
 - Accountability – Decisions made by AI must be accountable to citizens and consumers.
 - Explainable – AI must be explainable and understandable.
 - Ethics – AI must assist humanity and respect rights, such as privacy.
- Ensure we are focused on sustainability and reducing our carbon footprint through:
 - *Conversations*: endeavor to make sustainability part of every supplier and enterprise customer engagement moving forward.
 - *Partnerships*: embedding sustainability into strategic alliances.
 - *Transparency*: increasing transparency around our carbon footprint for our services and offerings.
 - *Tools*: utilize new tools to enable customers to better monitor and manage their carbon footprint, for example using the [Microsoft Sustainability Calculator](#).

- Endeavour to build a more diverse and inclusive workforce through:
 - Having a plan to improve inclusion, including adopting inclusive recruitment and promotion processes and practices to support the development and retention of a diverse workforce.
 - Ensure managers have a deep understanding and commitment to building inclusive culture within their organisation.
 - Addressing racial inequality in the workforce by striving for strong representation at all levels from individual contributors to senior management
 - Addressing gender inequality in the workforce by striving for strong representation at all levels from individual contributors to senior management
 - Ensure everyone in the organization regardless of race, disability, gender, sexual orientation, or other relevant protected status feels included.

- Endeavour to build accessible solutions and services, to empower our employees and customers with disabilities for a more inclusive future including:
 - Commit to all employees within my organisation earning their [Accessibility Fundamentals](#) badge(2hrs 5mins).
 - Sign up to the UK Government's Disability Confident [scheme](#).

Yours sincerely,
[Name of Partner]