

### WEPs ELIGIBILITY CRITERIA

#### What type of organizations are eligible to join the WEPs?

- ✓ Companies (private, public, state-owned and cooperatives) of **any size and industry**, established under national law, industry associations, and chambers of commerce **committed to advancing gender equality and women's empowerment** in the workplace, marketplace and community are invited to join the WEPs.

#### We are a start-up company. Can we join the WEPs community?

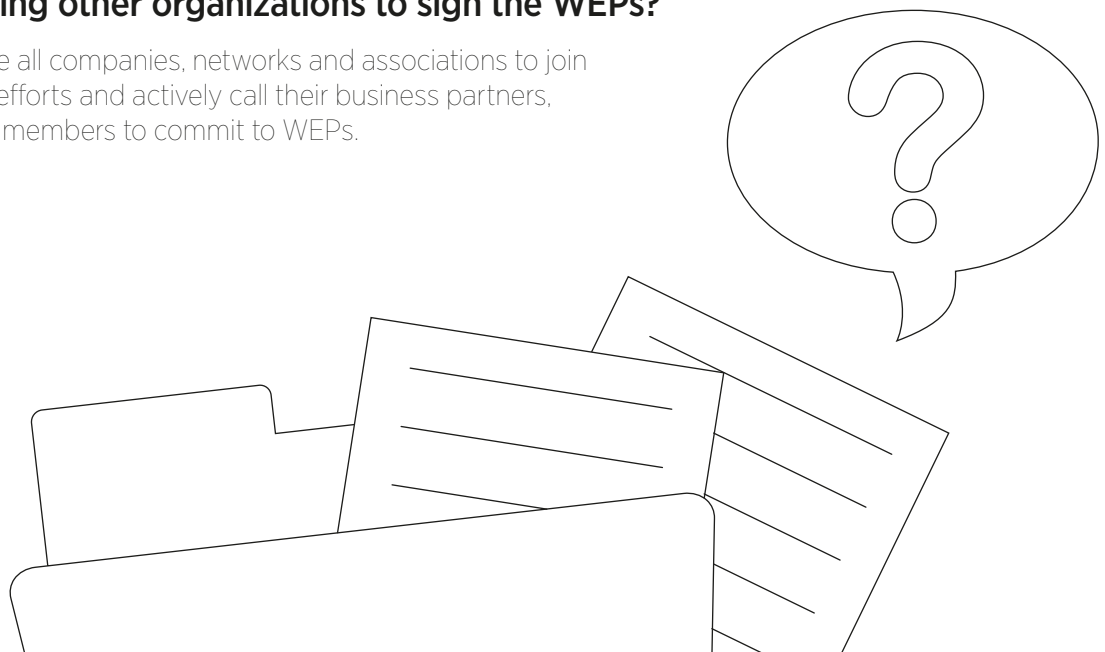
- ✓ **Yes**, we welcome eligible companies and organizations of all sizes, sectors, industries and countries.

#### Can non-governmental and non-for-profit organizations join the WEPs?

- ✓ Only **companies, industry associations and chambers of commerce** are eligible to join.
- ✓ However, we welcome non-eligible partners and stakeholders to join our efforts and to embrace the WEPs as a framework for **dialogue and action** that advance gender equality and women's empowerment
- ✓ We invite civil society, international organizations, academia and governments to:
  - **Sign up** to the **WEPs Bulletin** by clicking [HERE](#) and scroll down to the bottom of the page.
  - Follow us on **Twitter** [@WEPRINCIPLES](#) and **Facebook** [www.facebook.com/WEPrinciples](http://www.facebook.com/WEPrinciples)

#### What type of organizations are eligible to be WEPs sponsors referring other organizations to sign the WEPs?

- ✓ We encourage all companies, networks and associations to join our outreach efforts and actively call their business partners, suppliers and members to commit to WEPs.



## JOINING THE WEPs

### How can my company join the WEPs?

Joining the WEPs requires two actions from your side:

1. The company's or organization's top executive **signs** the [CEO STATEMENT OF SUPPORT](#)
2. You **complete the online form** [HERE](#). The signed CEO statement of support needs to be **uploaded** to this online application. For further guidance on how to complete the form, see [HERE](#).

Once completed and submitted, you will receive an **automatic email** confirming your submission.

Please note that **your company is only considered a WEPs signatory when your application has been approved. Once approved, you will receive another email confirming that your company's application has been approved** and welcoming your organization to the WEPs community.

### How can I access guidance on completing the online form?

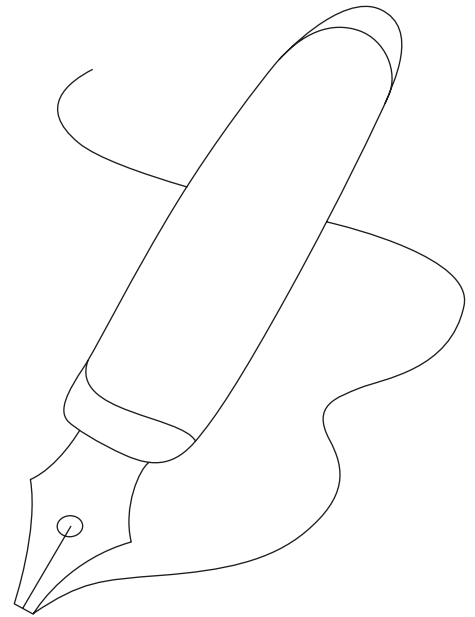
- ✓ Please refer to the **WEPs application guidance** document [HERE](#).

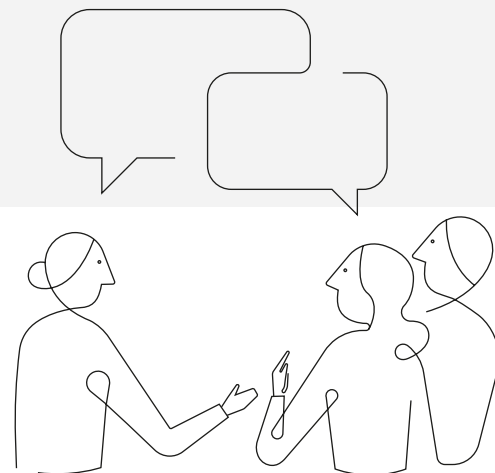
### How do I know whether my application has been properly submitted?

- ✓ You will receive an **automatic email** upon submission of the application.

### Is signing the CEO statement of support enough to be considered a WEPs signatory?

- ✗ **No**, while having the highest-level decision maker of the company, such as the Chief Executive Officer (CEO), signing the CEO Statement of Support is important, it is only the first step.
- ✓ You also need to complete the online form [HERE](#). This is where you upload the CEO statement of support.





## Can we edit our CEO Quote?

- ✓ **Yes**, please create a [Company Profile Page on WEPs.org](#). This will give you access to update the CEO Quote.

## We have a new CEO, what happens to our WEPs signature?

- ✓ Please email the contact information of the new CEO together with a new and signed CEO Statement of Support at [weps@unwomen.org](mailto:weps@unwomen.org). We will help you with the update. The original date of WEPs commitment will remain the same.

### **I did not receive an automatic email upon the submission of the application. What should i do?**

If you do not receive an email, we recommend that you check all spam, clutter and junk folders. If you still did not receive a confirmation email, please re-submit the application.

If you are experiencing any technical problems while attempting to submit your WEPs application we advise you to use Chrome instead of Internet Explorer.

## We cannot find our company in the global WEPs company listing page. What do we need to do?

There could be several reasons for this:



**Your application was incomplete:** A member of our team will reach out to the focal points listed in the application for clarifications or additional information.



**The application was declined:** If for some reason, your application was declined, you will be notified by the WEPs Secretariat.



**You did not complete the submission of the application:** Please complete and resubmit your application. You will receive a confirmation once your application has been successfully submitted.

## I sent the application via email but have not heard back from the WEPs secretariat. What should I do?

- ✓ Applications sent directly via email will **not** be processed.
- ✓ Please submit your application through the [online form](#).

## How long does the approval process take?

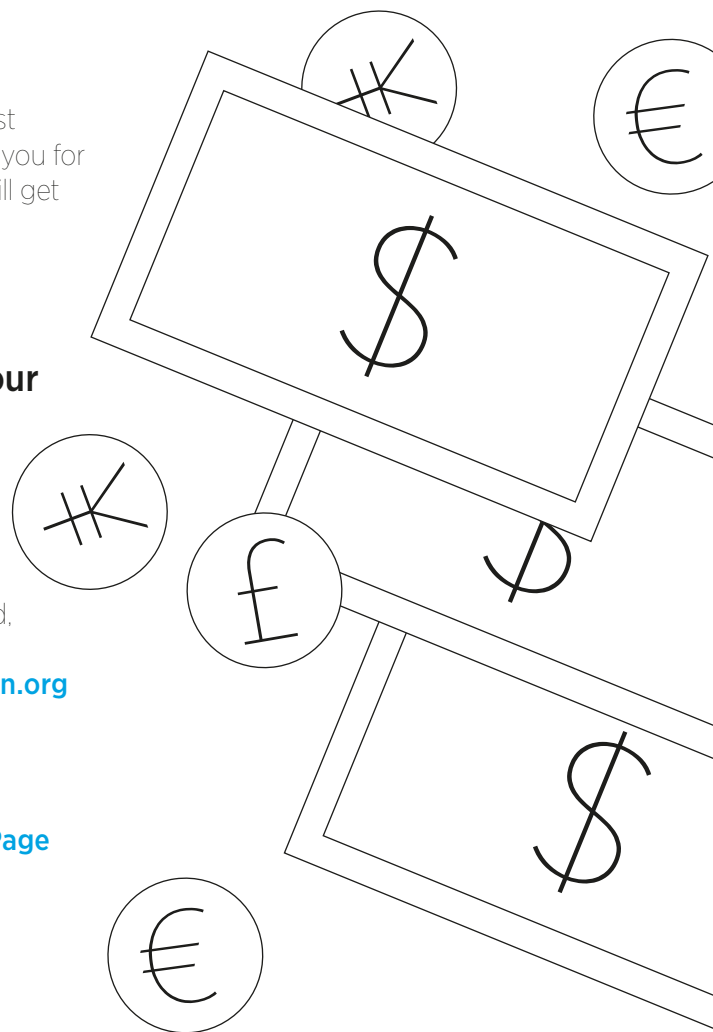
- ✓ Please allow **10-15 business days** for us to process the application. We will reach out to the primary and secondary contacts if we need additional information.

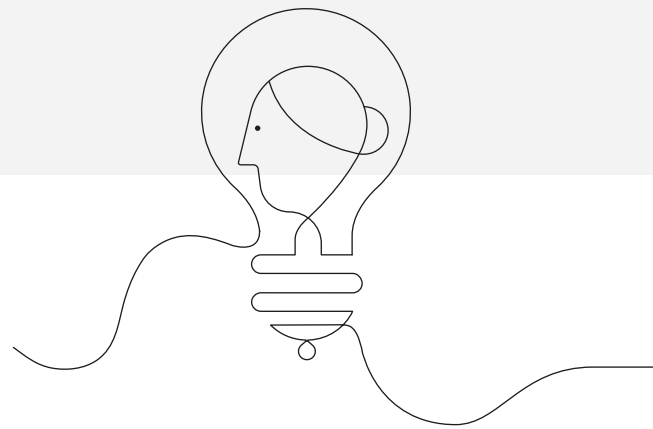
## Is there a fee to join the WEPs?

- ✗ **No**, there is no fee to join the WEPs. However, you are most **welcome to donate to the WEPs Secretariat**. To thank you for supporting our work with a contribution, your company will get special recognition on our site and a donor badge on the company listing page [HERE](#).

## Our primary and secondary contacts listed in our WEPs application form have changed, my company can no longer log into our account and/or Company Profile Page. What should we do?

- ✓ If both the primary and secondary contacts have changed, please have the CEO, or someone in his/her office, email their names and contact details to [weps@unwomen.org](mailto:weps@unwomen.org) and we will correct this in the system.
- ✓ If you know that you or a colleague listed as a primary or secondary contact person will be changing roles/jobs you can prepare for this by creating a [Company Profile Page](#) on WEPs.org and making sure to keep all information up to date.





## IMPLEMENTING THE WEPs

### Do we need to focus on all seven principles?

- ✓ There are **no formal requirements** to implement the Principles in a particular order, in a specific way or in a particular timeframe. However, **we expect all WEPs signatories to make efforts** to advance gender equality in the workplace, marketplace and community.



### Are we required to report on our efforts to implement the WEPs?

- ✓ While there is no formal obligation to report, **companies are strongly encouraged** to take steps to monitor and report on their progress since it shows **full commitment to the gender equality agenda**. Principle 7 explicitly calls on companies to report on progress and underscores that accountability and transparency go hand-in-hand. While not everything of value can be counted, it is difficult to manage and assess progress if not measured.

## COMMUNICATING YOUR WEPs COMMITMENT

**WE ARE EXCITED TO INFORM OUR STAKEHOLDERS THAT WE HAVE SIGNED THE WEPs. WHAT CAN WE DO?**

We are equally excited and encourage you to inform all your internal and external stakeholders. Please hold on until we have **confirmed that the application has been approved**. Once it has been approved, you will receive a **Welcome Package** with internal and external communication templates, key messages, social media and outreach materials (e.g. posters, flyers, banners, postcards).

## May we use the “IN SUPPORT OF” logo?

- ✓ **Yes**, we encourage you to help promote the WEPs as much as possible. Please refer to the **Logo Usage Guidelines** [HERE](#). For each use case of the logo, you need to complete the **WEPs Brand and Logo Usage Agreement** [HERE](#). Once you have completed the agreement, high-resolution .PNG and .AI files will be provided.

## May we use the WEPs logo?

- ✗ **No**, the two official WEPs logos are reserved for usage only by **UN Women and the UN Global Compact**.

In support of

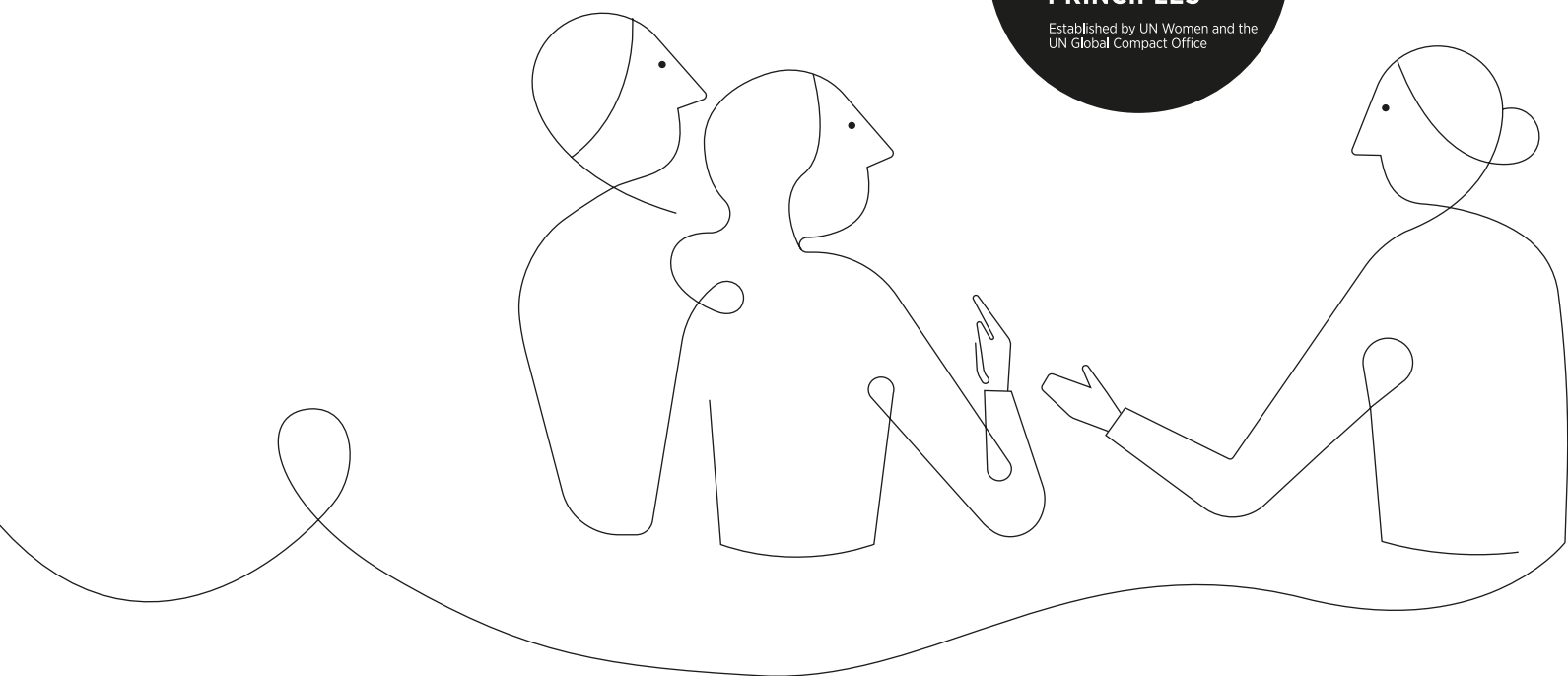
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