

GUIDE

# Seramount Annual Diversity Holiday Calendar Methodology and FAQ

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# The Purpose of Seramount's Calendar

A Tool for Inclusion All Year Round

### **Seramount's Calendar Keeps Companies Informed About Diverse Holidays**

Evey year, Seramount releases the annual Diversity Holiday Calendar to help organizations with workplace inclusion efforts. Please note the Seramount Diversity Holiday Calendar is not an exhaustive list of holidays. Seramount has selected specific categories of holidays to include on the calendar. To learn more about the methodology of the calendar and answers to frequently asked questions, please see the section below.

## Frequently Asked Questions

Below is a list of frequently asked questions about Seramount's Diversity Holiday Calendar. If the answer to your question is not included on the list below, please feel free to reach out to Seramount here <a href="https://seramount.com/contact-us/">https://seramount.com/contact-us/</a> for more information.

#### 1. Is the calendar fact-checked?

The calendar is created manually by Seramount's Insights team each year. Each holiday included on the calendar is researched and fact-checked by multiple members within the team and edited rigorously by proofreaders inside the company. Members of various underrepresented groups and followers of several religions are tapped from internal employee resource groups to conduct sensitivity reads to ensure holidays are not misrepresented.

#### 2. When is the calendar released?

The calendar is released each year by the end of the previous calendar year to allow time for the extensive research dedicated to keeping the calendar inclusive, accurate, and up to date.

#### 3. Can Seramount release the calendar earlier?

Seramount releases the calendar at the end of each year to ensure the dates for all holidays are as accurate as possible. Many holidays do not follow the typical Georgian calendar, and the dates of certain holidays may depend on criteria such as moon sightings. Completing the calendar as close to the new year as possible allows the Insights team time to gather as much information on the dates of the holidays as possible.

#### 4. What holidays are included on the calendar?

All holidays included on the calendar fall into one or more of the following categories:

- Cultural Holidays and Celebrations of Underrepresented Groups
  - Asian People
  - Black People
  - Caregivers
  - Hispanic/Latine People
  - LGBTQ+
  - Native/Indigenous People
  - Older People and Generational Awareness
  - People with Disabilities
  - Veterans
  - Women
- History, Heritage, and Awareness Months
- International United Nations Observances
- · Religious Holidays
  - Baha'i
  - Buddhism
  - Catholicism
  - Christianity
  - Eastern Orthodox Christianity
  - Hinduism
  - Islam

- Jain
- Jehovah's Witnesses
- Judaism
- Latter-Day Saints
- Rastafarian
- Shinto
- Sikhism
- Wicca
- Zoroastrian
- · Select Holidays from Canada and Mexico
- Seramount Events and Conferences
- · US Holidays

#### 5. Why does a date for a holiday on Seramount's calendar differ from other calendars?

The Georgian calendar is largely accepted as the international standard; however, there are various other calendars that different countries and cultures follow around the world. There are certain religions that use the Julian calendar, while various Eastern cultures follow variations of lunisolar calendars. Given these differences, certain holiday dates may differ. In addition, customs regarding days of observance and time taken off from work may vary by culture. Seramount attempts to use the date that is most widely celebrated to ensure holidays are as inclusive as possible.

#### 6. I believe a date is incorrect. What should I do?

Seramount strives to ensure the calendar is accurate and error-free. However, if you believe a date is incorrect, please reach out to Seramount here <a href="https://seramount.com/contact-us/">https://seramount.com/contact-us/</a> or contact your relationship director. Any errors found in the calendar will be updated within 3 to 5 business days.

#### 7. I believe a holiday is missing. What should I do?

Seramount strives to ensure the calendar is inclusive of various holidays. However, if you believe a holiday is missing, please reach out to Seramount here <a href="https://seramount.com/contact-us/">https://seramount.com/contact-us/</a> or contact your relationship director. If it is determined that a holiday is missing, it will be added to the calendar within 3 to 5 business days.

#### 8. I would like to learn more about holidays not listed in the calendar. What can I do?

Diversity Best Practice Members may reach out to their relationship director to inquire about obtaining information on holidays not included on the Diversity Holiday Calendar.

#### 9. Does Seramount provide information on global holidays?

The Seramount Diversity Holiday Calendar does not include global holidays, given the large number of holidays celebrated around the world. Diversity Best Practice Members may reach out to their relationship director to inquire about obtaining information on holidays for specific countries.

#### 10. What other holiday resources does Seramount have?

To learn more about celebrating holidays in the workplace, consider these resources:

- Heritage Month Resource Hub: Seramount has developed these resources to help your teams better understand the various Heritage Month celebrations and enhance your workplace diversity and inclusion efforts. See <a href="here">here</a>.
- How US Companies Can Decide Which Holidays to Celebrate in the Workplace: A guide to creating decision
  criteria for choosing what holidays to acknowledge in the workplace with celebrations or time off. Read <a href="here">here</a>.
- Celebrating Diwali in the Workplace with Respect and Understanding: A guide to understanding Diwali and how to honor and celebrate the holiday in the workplace. Read <a href="here">here</a>.

- Inclusive Thanksgiving Events and Messaging for the Workplace: A guide to understanding the implications of Thanksgiving celebrations in the workplace. Read <a href="https://example.com/here/beat-standing-the-implications-to-standing-the-implicat
- What You Need to Know to Support Jewish Employees: From Heritage Months to Everyday Considerations. Read <u>here</u>.
- What You Need to Know to Support Muslim Employees: From Heritage Months to Everyday Considerations. Read <a href="here">here</a>.