

## Facebook, Inc.

### Engagement & Billing Guidelines for Outside Counsel (January 2021)

#### 1. Diversity.

- a. Diversity: Facebook greatly values diversity and strives to have a workforce that reflects the diversity of the community we serve. Our internal hiring practices are in line with this objective and we would like to strive to achieve this goal externally with our partners (“you”). As such, we expect a similar commitment from you and ask that you take this into consideration when you assemble teams to work on our matters. To that end, on all matters going forward, we expect that:
  - i. In the U.S., at least fifty percent of your team, staffed across all Facebook matters, will be comprised of women and minorities; and
  - ii. The women and minorities that are staffed on our matters will be given clear and measurable high value opportunities (e.g., to serve as a relationship manager, make significant contributions in the courtroom or on deals, etc.); and
  - iii. You will identify a primary point of contact (“POC”) at your firm whom will provide metrics to our Legal Operations team relating to the status of how you are meeting the diversity expectations we set forth, including, but not limited, at Facebook’s request, to completing the ABA Model Diversity Survey or such other survey as we may provide from time-to-time. Every 6 months, at our request, the POC must provide a comprehensive report detailing your performance in reaching and maintaining our diversity expectations.
  - iv. If requested by Facebook, your POC or another appropriate member of your firm will meet with representatives of our legal team to discuss ways in which we might collaborate together to drive positive impacts to diversify the legal industry.