Five-Lens Bias Check

Companion to "Biases and Inclusion Self-Audit"

15 MINUTES PER DECISION

HOW TO USE THIS SHEET

1. Name one current decision about one person: who, and what you are about to decide.
2. For each lens, write the honest answer, then the answer you would give out loud in a meeting. The distance between the two is information.
3. Name one way your own position (seniority, nationality, education, gender, language) gives you a view this person does not have.
4. Choose one counter-move before you act: argue the opposite out loud, check your read with someone who sees it differently, or wait until you are not tired, hungry or rushed.

THE DECISION: WHO, AND WHAT I AM ABOUT TO DECIDE

	The honest answer on paper, not in your head	**Out loud in a meeting** what you would actually say
1 Affinity bias: am I drawn to them for something that has nothing to do with the job?		
2 Stereotyping: am I assuming something from a group they belong to?		
3 Halo effect: is one strong trait hiding everything else?		
4 In-group favoritism: would I give an outsider the same benefit of the doubt?		
5 Attribution error: am I blaming character where circumstance would explain it?		

WHAT MY OWN POSITION MIGHT BE HIDING FROM ME

MY COUNTER-MOVE, BEFORE I ACT