

Discrimination Policy for Non-Profit Organizations

1. Purpose

The purpose of this discrimination policy is to establish guidelines and procedures for preventing and addressing discrimination within our non-profit organization. This policy aims to create a safe and inclusive environment for all individuals associated with the organization, including staff, volunteers, clients, and participants.

2. Definition

Discrimination refers to any unfair or unequal treatment of individuals based on their race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or any other protected characteristic. Discrimination can take various forms, including but not limited to, harassment, exclusion, bias, or unequal access to opportunities.

3. Non-Discrimination Commitment

The organization is committed to providing an inclusive and welcoming environment, free from discrimination. We value and respect the diversity of our community and are dedicated to treating all individuals with respect, dignity, and fairness. We will not tolerate any form of discrimination, harassment, or retaliation.

4. Prohibited Conduct

The organization prohibits any conduct that constitutes discrimination, including but not limited to:

- Treating individuals unfairly or unequally based on protected characteristics.
- Making derogatory or offensive comments or jokes related to protected characteristics.
- Engaging in harassment or bullying based on protected characteristics.
- Denying individuals equal opportunities or access to resources based on protected characteristics.
- Failing to provide reasonable accommodations for individuals with disabilities, as required by law.

5. Reporting and Investigation Process

a. Reporting Channels: The organization will establish multiple reporting channels to ensure that individuals can report incidents of discrimination. These channels may include direct reporting to a designated person or department, a dedicated email address, or a confidential hotline.

b. Confidentiality: The organization will make every effort to maintain the confidentiality of individuals who report incidents of discrimination, to the extent permitted by law.

Whistleblowers may choose to remain anonymous, and their identity will be protected throughout the investigation process.

c. Investigation Process: The organization will promptly and thoroughly investigate all reports of discrimination. The investigation will be conducted in a fair and objective manner, following established procedures and guidelines. The individuals involved will be kept informed of the progress and outcome of the investigation to the extent permitted by law.

d. Corrective Actions: If the investigation substantiates the allegations of discrimination, appropriate corrective actions will be taken, which may include disciplinary action, training, policy changes, or other measures to address the issue and prevent future occurrences.

6. Non-Retaliation

The organization is committed to protecting individuals who report incidents of discrimination from retaliation. Any individual who retaliates against a whistleblower will be subject to disciplinary action, up to and including termination of employment or membership. The organization will also take steps to prevent and address any potential retaliation.

7. Review

This discrimination policy will be reviewed periodically to ensure its effectiveness and relevance. Any necessary revisions or updates will be made accordingly.

8. Approval

This policy requires approval from the board of directors or executive committee before implementation. Any changes to the policy must also be approved by the board or executive committee.