

Anti-Discrimination Policy Framework Template

1. Purpose

This Anti-Discrimination Policy Framework establishes the principles and guidelines intended to prevent and address discrimination within [Organization Name]. Its purpose is to foster a work environment that is respectful, diverse, inclusive, and free from any form of discrimination.

2. Scope

This policy applies to all employees, contractors, volunteers, clients, and visitors of [Organization Name], across all locations and departments.

3. Policy Statement

[Organization Name] does not tolerate discrimination in any form, including on the basis of race, color, ethnicity, national origin, sex, gender, gender identity, sexual orientation, age, religion, disability, marital status, or any other characteristic protected by law.

4. Definitions

- **Discrimination:** Any unfair or unequal treatment of an individual based on a protected characteristic.
- **Harassment:** Unwanted conduct related to a protected characteristic that violates a person's dignity.
- **Retaliation:** Adverse action taken against a person for reporting discrimination or participating in an investigation.

5. Responsibilities

- All staff are expected to conduct themselves in a way that fosters a discrimination-free environment.
- Managers must take all concerns seriously and respond promptly in alignment with this framework.
- Human Resources is responsible for policy implementation, training, and investigation of complaints.

6. Reporting and Resolution Procedures

1. Report incidents to a supervisor, manager, or Human Resources as soon as possible.
2. All complaints will be treated seriously, confidentially, and investigated promptly.
3. Appropriate action will be taken based on investigative findings.
4. No retaliation will be permitted against any individual making a good faith complaint.

7. Training and Communication

Mandatory anti-discrimination training will be provided to all staff, and the policy will be communicated clearly via appropriate channels.

8. Review

This policy will be reviewed regularly and updated as required to reflect legislative changes or organizational needs.

9. Acknowledgment

All employees are required to acknowledge their understanding of this Anti-Discrimination Policy Framework.