

# Non-Discrimination Policy

## 1. Purpose

This Non-Discrimination Policy outlines our commitment to providing an environment free from discrimination and harassment for all individuals.

## 2. Scope

This policy applies to all employees, contractors, volunteers, and individuals participating in organization activities.

## 3. Policy Statement

We prohibit discrimination on the basis of, but not limited to, the following characteristics:

- Race or ethnicity
- Color
- National origin
- Gender or gender identity
- Sexual orientation
- Religion or belief
- Disability
- Age
- Marital status
- Veteran status
- Any other characteristic protected by applicable law

## 4. Responsibilities

- All individuals are responsible for upholding this policy.
- Managers and supervisors have a duty to address violations promptly.

## 5. Reporting and Complaints

Individuals who believe they have experienced discrimination should report the incident to their supervisor or designated authority. All complaints will be handled promptly and confidentially.

## 6. Investigation

Reported incidents will be investigated. Appropriate disciplinary action will be taken if the policy has been violated.

## 7. No Retaliation

Retaliation against individuals who report discrimination or participate in an investigation is prohibited.

## 8. Policy Review

This policy will be reviewed and updated regularly to ensure effectiveness and compliance with applicable laws.