

Workplace Equality Policy Template

1. Purpose

This Workplace Equality Policy outlines **[Company Name]**â€™s commitment to promoting equality, diversity, and inclusion in the workplace. The purpose of this policy is to ensure that all employees, job applicants, and stakeholders are treated fairly and without discrimination.

2. Scope

This policy applies to all employees, contractors, interns, and job applicants at **[Company Name]**.

3. Policy Statement

[Company Name] is committed to providing an environment that is free from discrimination and harassment. All individuals will be treated with respect and dignity, regardless of age, disability, gender, race, ethnicity, nationality, religion, belief, sexual orientation, marital status, or any other characteristic protected by law.

4. Principles

- All employment decisions are based on merit, qualifications, and business needs.
- Diversity is valued and encouraged at every level of the organization.
- Harassment, bullying, or discrimination will not be tolerated.
- Reasonable adjustments will be made to accommodate individuals with disabilities.

5. Responsibilities

- **Management:** Responsible for implementing and upholding this policy.
- **Employees:** Required to comply with the policy and treat others with respect.
- **Human Resources:** Ensures appropriate training and handles reported issues.

6. Reporting and Addressing Concerns

Anyone who believes they have been subject to discrimination, harassment, or unfair treatment is encouraged to report the matter to their line manager or Human Resources. All complaints will be taken seriously and handled confidentially.

7. Policy Review

This policy will be reviewed periodically and updated as needed to ensure ongoing compliance and effectiveness.

8. Approval

Approved by:

Date: