

# Non-Discrimination Policy Framework

Document Version: \_\_\_\_\_

Date: \_\_\_\_\_

## 1. Purpose

This Non-Discrimination Policy ("Policy") establishes the commitment of [Organization Name] to provide a work and service environment free from unlawful discrimination, harassment, and retaliation.

## 2. Scope

This policy applies to all employees, applicants, volunteers, contractors, clients, and members of [Organization Name], as well as all programs, activities, and operations.

## 3. Policy Statement

[Organization Name] prohibits discrimination, harassment, and retaliation on the basis of, but not limited to, the following protected characteristics:

- Race
- Color
- Religion
- National Origin
- Sex
- Gender Identity or Expression
- Sexual Orientation
- Age
- Disability
- Genetic Information
- Marital Status
- Military/Veteran Status
- Any other status protected by applicable law

All individuals are expected to comply with this policy and contribute to a respectful and inclusive environment.

## 4. Definitions

- **Discrimination:** Unequal treatment of an individual or group based on protected characteristics.
- **Harassment:** Unwelcome conduct based on protected characteristics that creates a hostile environment.
- **Retaliation:** Adverse action against someone for reporting discrimination or participating in an investigation.

## 5. Reporting Procedures

Any individual who believes they have experienced or witnessed discrimination, harassment, or retaliation should report the incident to [Designated Contact/Department] as soon as possible.

1. Report can be made in writing or verbally.
2. A prompt and impartial investigation will be conducted.

## 6. Confidentiality

All reports and investigations will be handled as confidentially as possible consistent with a thorough and fair

investigation.

## **7. No Retaliation**

[Organization Name] prohibits retaliation against anyone who, in good faith, reports discrimination or participates in an investigation.

## **8. Consequences**

Violations of this policy may result in disciplinary action, up to and including termination of employment or relationship with [Organization Name].

## **9. Policy Review**

This policy will be reviewed periodically and updated as necessary to ensure ongoing compliance with applicable laws.

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Name / Title

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Date