

Equal Opportunity Policy DEVI Sansthan

1. Introduction

DEVI Sansthan is committed to promoting equality, diversity, and inclusion in all aspects of its operations. We believe that everyone deserves equal opportunities regardless of their race, gender, age, religion, disability, sexual orientation, marital status, caste, ethnicity, or any other characteristic protected by law. This Equal Opportunity Policy outlines our commitment to creating a fair and inclusive environment for our employees, volunteers, beneficiaries, and stakeholders.

This policy applies to all aspects of our work, including recruitment, training, promotions, volunteer engagement, service delivery, and partnerships. DEVI Sansthan is dedicated to eliminating discrimination and fostering a culture of respect and dignity for all.

2. Purpose

The purpose of this policy is to:

- Ensure that all individuals associated with DEVI Sansthan are treated fairly and with respect.
 - Prevent discrimination, harassment, and victimization in any form.
 - Promote diversity and inclusion in our workforce and community engagements.
 - Comply with all applicable laws and regulations related to equality and non-discrimination.
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3. Scope

This policy applies to:

- All employees, including full-time, part-time, and temporary staff.
- Volunteers, interns, and consultants working with DEVI Sansthan.
- Beneficiaries of our programs and services.
- Partners, vendors, and contractors associated with the organization.



4. Principles of Equal Opportunity

DEVI Sansthan is guided by the following principles:

1. **Non-Discrimination:** We do not tolerate any form of discrimination, direct or indirect, based on protected characteristics.
2. **Inclusion:** We actively promote an inclusive environment where everyone feels valued and respected.
3. **Fair Treatment:** All decisions related to recruitment, training, promotions, and service delivery are based on merit and objective criteria.
4. **Accessibility:** We strive to ensure that our programs, services, and workplaces are accessible to all, including persons with disabilities.
5. **Respect and Dignity:** We treat everyone with respect and dignity, fostering a culture of mutual understanding and cooperation.

5. Implementation

To ensure the effective implementation of this policy, DEVI Sansthan will:

1. **Recruitment and Selection:**
 - Advertise job vacancies widely to attract a diverse pool of candidates.
 - Use objective criteria for selection, ensuring decisions are based on skills, experience, and qualifications.
 - Provide reasonable accommodations for candidates with disabilities during the recruitment process.
2. **Training and Development:**
 - Provide equal access to training and development opportunities for all employees and volunteers.
 - Conduct regular training sessions on equality, diversity, and inclusion for staff and volunteers.
3. **Workplace Culture:**
 - Foster an inclusive workplace culture where diversity is celebrated.



- Encourage open communication and provide channels for reporting discrimination or harassment.

4. **Service Delivery:**

- Ensure that our programs and services are accessible and inclusive for all beneficiaries.
- Regularly review our practices to identify and address any barriers to inclusion.

5. **Monitoring and Evaluation:**

- Regularly monitor and evaluate the effectiveness of this policy.
- Collect and analyze data on diversity and inclusion to identify areas for improvement.

6. **Responsibilities**

1. **Leadership:** The leadership team is responsible for promoting and upholding this policy, ensuring it is integrated into all aspects of the organization.
2. **Managers and Supervisors:** Managers and supervisors must ensure that their teams adhere to this policy and address any issues promptly.
3. **Employees and Volunteers:** All individuals associated with DEVI Sansthan are expected to treat others with respect and report any incidents of discrimination or harassment.

7. **Reporting and Complaints**

DEVI Sansthan encourages individuals to report any incidents of discrimination, harassment, or unfair treatment. Complaints can be made through the following channels:

- **Direct Reporting:** Speak to your supervisor, manager, or the HR department.
- **Anonymous Reporting:** Submit a written complaint via email or through the designated complaint box.

All complaints will be treated confidentially and investigated promptly. Retaliation against individuals who raise concerns in good faith will not be tolerated.



8. Consequences of Policy Violations

Violations of this policy will result in disciplinary action, up to and including termination of employment or engagement with DEVI Sansthan. Legal action may also be pursued if necessary.

9. Review and Updates

This policy will be reviewed annually to ensure its relevance and effectiveness. Updates will be made as needed to reflect changes in laws, regulations, or organizational priorities.

10. Commitment

DEVI Sansthan is committed to creating a world where everyone has equal opportunities to thrive. We believe that diversity is our strength, and we will continue to work tirelessly to ensure that our organization reflects the values of equality, inclusion, and respect.

Approved by the Governing Board at its meeting held on

This policy is a living document and will be shared with all employees, volunteers, and stakeholders to ensure widespread understanding and adherence.



Nixon Joseph
Group Director
DEVI Sansthan

