

II- 4 DIVERSITY AND EQUITY

POLICY: DIVERSITY AND EQUITY	POLICY #: II - 4
ORIGINATOR: HUMAN RESOURCES	APPROVAL DATE: SEPTEMBER 2012
APPROVED BY: BOARD OF DIRECTORS	REVISED DATE: OCTOBER 2020

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Policy

The Association is an organization that is diverse along many dimensions. It values diversity among individuals and groups, and acknowledges that diversity encompasses differences based on race, ethnicity, language, religion, value and belief systems, disability, class, sexuality, gender, age, education and background. The Association values diversity of opinions, perspectives and interests and is invested in creating a diverse and harmonious organization committed to equity.

The Association does not tolerate discrimination and is committed to providing an environment of inclusiveness where people are treated with respect and are supported in realizing their full potential. The Association believes in treating all people with respect and dignity. We strive to foster a supportive and understanding environment at all levels of the organization in which all individuals realize their maximum potential within the organization, regardless of their differences.

We are committed to employing the best people to do the best job possible. We recognize the importance of reflecting the diversity of our consumers and stakeholders. The diverse capabilities that reside within our talented workforce help to meet the needs of our consumers. We aim to promote fairness in recruitment, training, promotion, transfer, termination, compensation, etc. The Association rewards excellence and all employees are promoted on the basis of their performance. All supervisors are trained in managing diversity to ensure that employees are treated fairly and evaluated objectively.

The Association recognizes that there are distinct demographic groups that have long been disadvantaged. We recognize that racism, ageism, sexism and other forms of discrimination are problems both for our organization and society as a whole. The Association is committed to tackling stereotypes both within and outside our organization. We will work with other institutions and communities to tackle discrimination, promote diversity and disseminate good practice.

Actions

1. Eliminate barriers in the workplace and to promote a work environment that promotes equity and

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diversity

2. Eliminate barriers for anyone to gain full and equitable access to all available programs and services
3. Establish a framework that requires all functional units within the Association to embrace the spirit of equity and diversity in the development of all policies and programs
4. Ensure an inclusive, supportive, welcoming and respectful environment for all stakeholders
5. Make periodic assessment of the policy to ensure that it is up-to-date.

Accountability

The Membership, Volunteer and Board Development Committee is responsible for leading and monitoring this policy. The Board is also responsible for developing an annual action plan to guide the implementation. Management staff will be required to submit bi-annual reports to the Board stating progress made on the policy implementation.

Staff will be held accountable for their attitudes and behaviour toward service users and co-workers. This will be an area included in performance evaluations.

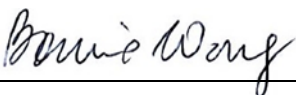
Procedure

All members of the Association who believe they have been discriminated against have the right to make a complaint. Making a complaint does not prejudice an individuals' right to make use of other procedures.

Any individual found to be in breach of this policy, either deliberately or inadvertently, may be subject to disciplinary action in accordance with our disciplinary procedures. We aim to protect anyone who makes a complaint, or who acts as a witness, under these procedures from victimization.

For procedures about making complaints and disciplinary measures, please refer to the following policies in this Manual: [Anti-Discrimination Policy](#), [Workplace Anti-Harassment Policy](#), and [Client and Public Complaints](#).

Signed in Scarborough, on 30th day, October 2020.



Executive Director, Bonnie Wong
Hong Fook Mental Health Association