

Workplace Anti-Discrimination & Equal Employment Opportunity Policy

Policy Number:	RMPOL004	Version:	V1
Drafted By:	Gail Carter, Morwen Rossiter, Juliette Parker	Approved by the Executive Committee On:	11/08/2020
Responsible Person:	Executive Committee	Scheduled Review Date:	11/08/2021

Purpose

Rafiki Mwema Inc. (Rafiki) is committed to providing a safe, flexible and respectful environment for staff, volunteers and clients free from all forms of discrimination, bullying and harassment.

Scope

This policy applies to all staff and/or volunteers (including Board and Committee members) of Rafiki and Play Kenya. While Rafiki exists to support the activities of Rafiki Mwema and Play Kenya in Kenya, it should be noted that the two organisations are separate and distinct.

Rafiki is committed to providing a safe, flexible and respectful environment for staff and clients free from all forms of discrimination, bullying and harassment. Rafiki will ensure that all employees and volunteers are treated fairly, and recruitment decisions are based on merit without regard to criteria unrelated to performance or suitability, such as race, sex, age, marital status or other attributes.

Rafiki staff and volunteers are required to treat others with dignity, courtesy and respect.

Responsibilities

The Rafiki Executive Committee, under the leadership of the Chief Executive Officer, is responsible for monitoring the implementation of this policy.

Authorisation

..... Signature of Executive Committee Secretary



11 August 2020..... Date of approval by the Executive Committee