

DISCRIMINATION FREE WORKPLACE

✓ Dos

✗ Don'ts

Hold employment discrimination training. To create a stress-free and discrimination free environment, employees need to be trained by their employer in accordance to how to socialize with different community members.



Do not oppose cultural and racial differences at the workplace. Every culture has its own significance and employees need to understand this thing. It should be every employee's duty not to let any other employee down by commenting on his/her caste/religion.



Establish a clear-cut, zero-tolerance, anti-harassment policy. This rule in the workforce can influence them to make a discrimination-free environment.



Refuse to initiate, participate, or condone discrimination and harassment as it may give rise to conflicts and other personal grudges between different sections of society.

Stay poised and relaxed. Sometimes, any customer or any other person out of the workforce can pass any racial comment on employees and in this situation, one should always treat the commentator with respect and compassion.



Don't show signs of panic and don't lose your cool.

- Even if things take an unexpected turn or you face a tough question.
- Also always remain polite with the speaker.
- You don't want to blurt something out that you can't take back, so stay calm.

The closest thing an employer can do to prevent discrimination in the workplace is to focus on diversity, create a diverse environment. Build your team, educate them, and communicate with them about diversity.



The worst mistake you can make is to skip the training of your employees.



Build a culture where harassment is unlikely to take place. Always try to make the diverse groups at the work. It will give exposure to the whole group to understand other's customs as well.



Never put the employees of different societies into two different groups. Instead, put them all together, as a group. They can learn each other's customs in a better way by working as a team.

Employees should feel free to complain about any discriminatory incident in the workplace. Following this, the employees should settle the matter quickly and thoroughly by giving notice to the offender. Employees should also follow up on remedial measures to prevent discrimination.



75% employees don't complain about discrimination.

Never hide any discrimination incident, which took place in the workplace. Complaining such issues to the employer may prevent his issue from next time.

Focus on your strengths. Focusing on your core values, beliefs and perceived strengths can motivate people to succeed, and may even buffer the negative effects of bias comments.



Avoid race-based, or culturally offensive humor or pranks. Participation in such awful acts may make anybody discriminate offender.

Listen to the accuser. Take the complaint seriously and not retaliate against the accuser. Keep the complaint confidential. Don't delay in conducting an investigation. Conduct a thorough investigation and document the investigation.



Never share such complaints with anybody else at the workplace, except the employer and it is the duty of the employer to keep this confidential.

75% of victims of discrimination said that they were discriminated against on the basis of sexism, castism, and lookism.



In today's workplace, each gender and every caste has shown its uniqueness by rubbing their shoulders, mostly in every profession.



Don't make any biased decisions or comment on the basis of gender and caste systems that don't have any room in the modern world.

Today, we have a lot of examples where all the genders and people from different castes have achieved tremendous success.

Lookism: a trend to discriminate against somebody on the basis of looks has been here since the ages. However, to mark a full stop to such social evil, employers must hire the employees on the basis of their skills, not looks.



To work on the front desk, lookism is always given more preference in any business. Every business should always give equal preference to communication skills as well.