

ANTI-RACISM POLICY

PURPOSE

Chowgirls is committed to providing a work environment that is culturally inclusive and free from racial discrimination and harassment. The purpose of this policy is to help our employees understand their role in maintaining that environment, what they can do to avoid perpetuating racial discrimination, and what they should do if they encounter it. Racism is best understood when acknowledging the context of power, oppression, and privilege.

This Policy applies to the entire Chowgirls community, including all staff members, management, leadership, all people seeking to work at Chowgirls, vendors, contractors, customers/clients, and visitors.

GLOSSARY

Racism or **Racial discrimination** refers to “prejudice, discrimination or antagonism directed against a person or group of a different race, based on the belief that one’s own race is superior” (Oxford Dictionaries). Race can be defined as not only background but also family, culture, history, beliefs, a sense of place, and belonging with others who share those same or similar things.

- Direct discrimination occurs when a person or group is treated less favorably than another person or group in a similar situation because of their background or personal characteristics. It is unlawful if the discrimination is based on legally protected characteristics such as race, color, descent, national or ethnic origin, or immigrant status.
- Indirect discrimination occurs when requirements, policies or practices, which are the same for everyone and appear to be neutral and fair, actually disadvantage people who share a particular attribute. It is unlawful if the discrimination is based on legally protected characteristics such as race, color, descent, national or ethnic origin, or immigrant status.

Harassment refers to unwelcome behavior that makes a person feel belittled, intimidated, offended, or apprehensive, and taking into account all the circumstances, could reasonably have been anticipated to have this effect.

Racial vilification is used in state anti-discrimination legislation to refer to public acts that incite hatred towards, serious contempt for, or severe ridicule of a person or group of persons on the ground of their race.

Cultural inclusiveness or inclusive culture refers to an environment that is responsive to the needs of all users by ensuring that everyone has access to tools, spaces, and support. Chowgirls acknowledges and respects diversity and does not discriminate or treat people unfairly because of individual differences.

Victimization refers to the action of singling someone out for cruel or unjust treatment.

POLICY & PRINCIPLES

Chowgirls is committed to providing and supporting a work environment that:

- is inclusive of staff regardless of race, which includes not only ethnic background but also family, culture, history, and beliefs;
- recognizes and embraces the value and benefits of cultural diversity;
- promotes respect and fair and equitable treatment for all staff and others associated with Chowgirls; and
- is free from unlawful discrimination.

Chowgirls will promote equal opportunity, freedom from discrimination, cultural awareness, cross-cultural competence, and appropriate conduct for staff through its policies, information resources, recruitment processes, induction/orientation activities, training programs, and support services.

Chowgirls will encourage research and community service activities that raise awareness and promotion of cultural diversity and inclusiveness.

Chowgirls will not tolerate direct or indirect racial discrimination, harassment, or vilification under any circumstances.

RESPONSIBILITIES

Chowgirls takes seriously its responsibility to raise awareness and cross-cultural competence through anti-racism policies and programs, to investigate complaints, and to take appropriate action to ensure that the work environment is free from racial discrimination and harassment.

Managers are accountable for:

- monitoring and ensuring that appropriate conduct and practices are modelled and observed at all times in their work environments;
- supporting and encouraging staff to develop cross-cultural competence through appropriate development opportunities and resources;
- ensuring that their work environments are culturally inclusive and free from racial discrimination and harassment;
- taking appropriate action if they observe or receive a report of racial discrimination, harassment, or vilification; and
- investigating allegations of racial discrimination, harassment, or vilification, and making recommendations to resolve the matter.

All members of the Chowgirls community have a responsibility to uphold and act in accordance with principles promoting cultural diversity and inclusiveness, including identifying and bringing attention to acts of racism.

COMPLAINTS

Staff who experience racial discrimination, harassment, or vilification are required to report it to the Human Resources Administrator or the Resource Development and Hospitality Manager, and submit the complaint in writing.

If staff experience racial discrimination while at work or on site, Chowgirls will assist them to assert their rights. To this end, Chowgirls will work to investigate the complaint and develop strategies to prevent it from recurring.

Managers handling equity-related complaints are required to consult the Human Resources Administrator and the DEI Council / Juntos (DEIcouncil@chowgirls.net) for advice and assistance on policy requirements.

An investigation should involve consulting with those involved; other persons providing a statement; the staff members who are suspected of the alleged act; and any other persons the investigator deems appropriate. Complaints will be dealt with in a sensitive, timely and confidential manner.

Chowgirls will not tolerate victimization of any of the parties involved in a complaint. All efforts will be taken to ensure that victimization does not occur.

CONSEQUENCES

Consequences for violating any part of this policy include, but are not limited to: a verbal or written warning, an apology and commitment to not repeat the behavior, Chowgirls' established levels of disciplinary action up to and including suspension or termination.

If a complaint involves evidence of criminal conduct, Chowgirls will, in addition to whatever disciplinary action is warranted by this policy, refer the matter to the Police or an appropriate agency.