

Policy on Anti-Discrimination

GUIDELINES

Policy Fact sheet:

Policy Owner:	Human Resource Department
Policy approve:	Global President, Narayan Seva Sansthan
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Scope:	This policy applies to all NSS Sadhak-Sadhika
Confidential	No- for internal use only
Policy status	Revision

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Anti-Discrimination Policy

1. Purpose

This policy aims to promote a diverse, equitable, and inclusive environment within the NSS by preventing discrimination and ensuring compliance with applicable laws and best practices.

2. Scope

This policy applies to all individuals associated with the NSS, including staff members, volunteers, beneficiaries, consultants, donors, and others. It covers all workplace settings, fieldwork, community engagements, and virtual operations.

3. Non-Discrimination Standards

The NSS is committed to:

- Prohibiting discrimination based on race, gender, age, disability, religion, sexual orientation, nationality, or any other protected characteristic.
- Ensuring equal opportunities in recruitment, promotions, and program participation.
- Creating an inclusive and respectful workplace culture.
- Addressing and preventing discriminatory practices proactively.

4. Responsibilities

- **All Members:** Adhere to anti-discrimination guidelines and report any concerns.
- **Management & Leadership:** Implement inclusive policies, ensure compliance, and foster an equitable culture.
- **Diversity & Inclusion Committee:** Monitor, evaluate, and promote anti-discrimination efforts within the organization.

5. Complaint Mechanism

- Any discrimination-related concerns must be reported promptly.
- The Diversity & Inclusion Committee will investigate complaints and take corrective actions.
- Mechanisms will be in place for conflict resolution and ongoing monitoring.

6. Protection Against Retaliation

The NSS strictly prohibits retaliation against individuals who report discrimination concerns or participate in investigations.

7. Training & Awareness

Regular training sessions and awareness programs will be conducted to educate all members on anti-discrimination principles and best practices.

8. Confidentiality

All reports and investigations related to discrimination concerns will be handled discreetly, with information shared only on a need-to-know basis.

9. Consequences of Non-Compliance

Failure to comply with anti-discrimination guidelines may result in disciplinary actions, including warnings, suspension, or termination.

10. Policy Review & Amendments

This policy will be reviewed periodically to ensure effectiveness and compliance with legal requirements.

Prepared By	Checked By	Approved By
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