



SOCIETY FOR FOREIGN AFFAIRS

Established 2016

DELTA PHI EPSILON SOCIETY FOR FOREIGN AFFAIRS NONDISCRIMINATION POLICY

DRAFTED JANUARY 1, 2017

APPROVED BY THE SOCIETY'S EXECUTIVE COUNCIL JANUARY 7, 2017

INTRODUCTION. In the interest of ensuring inclusiveness, diversity, and cultural competency within the Delta Phi Epsilon Society for Foreign Affairs (the "Society"), the Society's board of directors (the "Executive Council") adopts the following policy:

R1. IN GENERAL. The Society does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, disbursement of scholarship awards, and the provision of other services by the Society. We are committed to providing an inclusive and welcoming environment for all members of our annual and student members, directors, staff, clients, volunteers, contractors, subcontractors, and vendors.

R2. EMPLOYMENT. The Society is an equal opportunity employer. We will not discriminate and will take affirmative measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.

R3. MEMBERSHIP. Annual and Student Memberships in the Society, as well as any other classes of membership later created by the Executive Council, are open and will remain open to any individual meeting the criteria for membership set in the Society's Charter, without regard to race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression. The Executive Council of the Society does not discriminate and will take affirmative measures to protect against discrimination in member recruiting, retention, suspension, or expulsion on the basis of the criteria listed above.

R4. HARASSMENT. The Society is committed to maintaining an open and welcoming environment for all of its members, directors, staff, volunteers, contractors, subcontractors, and vendors. Harassment based upon an individual's sex, sexual orientation, race, ethnicity, national

origin, age, religion or any other legally protected characteristics will not be tolerated. All employees, including supervisors and other management personnel, are expected and required to abide by this policy. No person will be adversely affected in employment with our organization as a result of bringing complaints of unlawful harassment.

Sexual harassment is behavior of a sexual nature that is unwelcome and offensive to the person or persons it is targeted toward. Examples of harassing behavior may include unwanted physical contact, foul language of an offensive sexual nature, sexual propositions, sexual jokes or remarks, obscene gestures, and displays of pornographic or sexually explicit pictures, drawings, or caricatures. Use of our computer system for the purpose of viewing, displaying, or disseminating material that is sexual in nature may also constitute harassing behavior.

R5. REPORTING HARASSMENT If an employee or volunteer feels that he or she has been harassed on the basis of his or her sex, sexual orientation, race, national origin, ethnic background, or any other legally protected characteristic they should immediately report the matter to his or her supervisor. If that person is not available, or if the employee feels it would be unproductive to inform that person, the employee should immediately contact that supervisor's superior.

Once the matter has been reported it will be promptly investigated and any necessary corrective action will be taken where appropriate. All complaints of unlawful harassment will be handled in as discreet and confidential a manner as is possible under the circumstances. The procedure for reporting incidents of harassing behavior is not intended to impair, replace, or limit the right of any employee or volunteer to seek a remedy under available state or federal law by immediately reporting the matter to the appropriate state or federal agency.

R6. DISCIPLINE Any employee or volunteer engaging in improper harassing behavior will be subject to disciplinary action by the Executive Council, including the possible termination of employment. While not every instance of harassing behavior will warrant immediate termination, some may.