

Labor: Non-Discrimination

Non-Discrimination, Roadmap

Non-Discrimination Roadmap

Identify need for non-discrimination strategy

- Link non-discrimination with business priorities
- Get top management support for initiatives
- Identify business benefits from non-discrimination

Prepare baseline information

- Analyze the composition of workforce
- Analyze the composition of local labor market
- Get information on legislative requirements

Review and change recruitment policies

- Move to competence-based systems
- Ensure recruitment is not based on personal specifications
- Train managers in non-discriminatory recruitment

Assess payment practices

- Identify potentially discriminatory practices
- Audit payment disparities for women and minority groups

Implement an anti-harassment policy

- Define an anti-harassment policy
- Communicate the policy to the workforce
- Train managers on the policy
- Support workers who are harassed

Develop family-friendly policies

- Institute maternity leave policies
- Encourage flexible working where appropriate
- Consider the possibility of providing crèches
- Consider ways to accommodate breastfeeding mothers

Understand cultural and religious diversity

- Know the cultural boundaries in the society in which you operate
- Train and develop managers to understand cultural differences
- Adjust workplace practices to facilitate religious cultural practices where possible

Involve underrepresented groups in your workforce

- Check your recruitment requirements: are they absolutely necessary?
- Consider ways of providing training to potential employees to improve their chances of employment
- Consider whether you can work with government, trade unions and other stakeholders to develop the potential of underrepresented groups

Devise a strategy to deal with disability and health issues

- Examine ways in which jobs can be readjusted to accommodate persons with disabilities
- Have a health management system which seeks to rehabilitate or reintegrate employees who have long-term health problems
- Develop a policy on HIV/AIDS

Communicate

- Ensure your managers and workforce know the standards of behavior expected of them and are aware of company policies
- Let marginalized communities know about your programs
- Accentuate the positive advantages of non-discrimination with all stakeholders

Source: [IFC's Good Practice Note: Non-Discrimination and Equal Opportunity](#) (PDF)