

# DISCRIMINATION IN THE WORKPLACE

## *8 TIPS TO PREVENT DISCRIMINATION*

1. Educate your workers about the company's discrimination policy
2. Encourage staff to respect each other's differences
3. Managers or supervisors should respond to all complaints of inappropriate behavior
4. Promptly deal with any complaints of discrimination
5. Educate every employee about discrimination
6. Train managers and supervisors on how to respond to discrimination
7. Make sure the workplace policy about discrimination is properly enforced; and
8. Review the policy with employees and staff regularly to ensure its effectiveness is maintained

