



**GILY'S**  
CHILDREN FOUNDATION  
Building Dreams For The Future

## **EQUAL OPPORTUNITIES POLICY**

At Gily's Children's Foundation, we believe that every person deserves equal respect, opportunity, and access to support — regardless of their background or circumstances.

We are fully committed to promoting equality, diversity, and inclusion in all areas of our work, ensuring that no one is treated unfairly or discriminated against on any grounds.

### **1. Purpose**

The purpose of this policy is to:

Promote Equality

Promote equality and eliminate all forms of discrimination.

Ensure Fair Treatment

Ensure fair treatment of children, families, staff, and volunteers.

### **Create Inclusion**

Create an inclusive environment that celebrates diversity.

Ensure Compliance

Comply with all applicable national and international equality standards.

### **2. Policy Statement**

Gily's Children's Foundation is an equal opportunity organization.

We oppose all forms of discrimination — whether direct or indirect — based on:

Personal Characteristics

Gender or gender identity

Age

Disability or health condition

Race, ethnicity, or color

Background & Beliefs

Religion, faith, or belief

Marital or family status

Socioeconomic background

Sexual orientation

Political or cultural affiliation

Every child, volunteer, employee, and beneficiary has the right to participate fully and equally in all foundation programs, services, and activities.

### **3. Scope of the Policy**

This policy applies to:

Internal Team

All staff, board members, and volunteers of Gilys Children's Foundation

#### **Beneficiaries**

All children, beneficiaries, and families receiving support

External Partners

All partners, contractors, and external stakeholders working with the Foundation

It covers recruitment, training, program delivery, partnerships, and community engagement.

### **4. Our Commitment**

We commit to:

Providing equal access to education, health, and support services for all children.

Ensuring fair and transparent recruitment and selection processes.

Providing opportunities for training, professional growth, and leadership for staff and volunteers.

Creating a safe, inclusive, and respectful environment for everyone

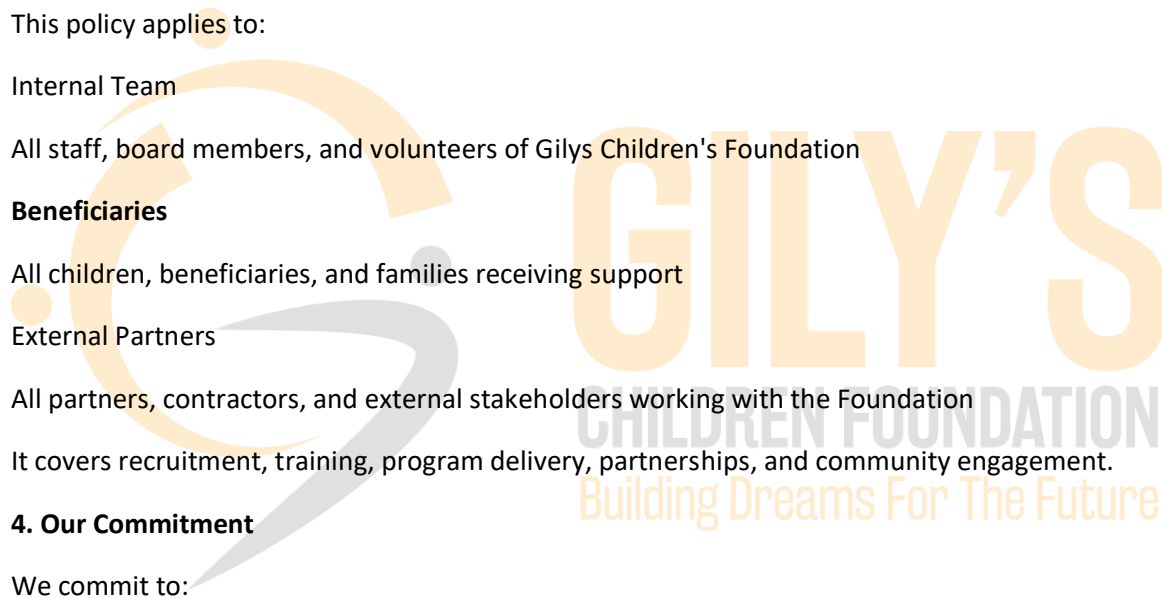
✂ Taking firm action against any form of discrimination, harassment, or victimization.

### **5. Responsibilities**

Management and Board

Promote a culture of equality, diversity, and inclusion.

Ensure all staff and volunteers understand and follow this policy.



Monitor compliance and address any concerns or violations promptly.

Staff and Volunteers

Treat all individuals with respect and dignity.

Avoid behavior or language that could be seen as discriminatory or offensive.

Report any concerns or incidents of unfair treatment to management.

### **Partners and Donors**

Are expected to uphold similar equality standards in all joint activities and programs.

## **6. Recruitment and Employment**

All recruitment and employment decisions are made solely based on:

### **★ Merit**

Skills

Qualifications

Experience

Organizational needs

We actively encourage applications from underrepresented groups and ensure equal access to all opportunities within the Foundation.

## **7. Inclusion in Programs and Services**

Gilys Children's Foundation ensures that:

Every child has equal access to education, nutrition, healthcare, and emotional support.

Cultural and religious diversity is respected in all activities and programs.

Community engagement reflects fairness and inclusion at all levels.

## **8. Preventing Harassment and Bullying**

Zero Tolerance Policy

We maintain a zero-tolerance policy toward any form of harassment, bullying, or discriminatory behavior.

**Consequences:** Any staff member, volunteer, or beneficiary found to engage in such conduct will face disciplinary or legal action.

**Reporting:** All complaints will be treated seriously, confidentially, and investigated promptly.

## **9. Monitoring and Evaluation**

The Foundation regularly reviews its programs, recruitment, and workplace practices to ensure:



Equal access to opportunities

Fair representation of diverse groups

Continuous improvement of inclusion practices

Feedback from staff, volunteers, and beneficiaries is encouraged and valued.

## **10. Implementation and Awareness**

### **Orientation**

All new staff and volunteers receive orientation on this policy.

### **Accessibility**

The policy is made publicly available on our website and notice boards.

### **Training**

Awareness sessions and refresher trainings are conducted regularly to reinforce our equality values.

## **11. Complaints and Reporting**

Anyone who feels they have been treated unfairly or discriminated against can report it confidentially through our:

Child and Community Protection Office

Or Human Resource Department

Every report will be taken seriously and investigated promptly with fairness and sensitivity.

## **12. Review of Policy**

This policy is reviewed annually by the management and board of Gilys Children's Foundation to ensure continued compliance with best practices and legal standards.

## **13. Contact Information**

For questions or complaints related to this policy, please contact:

Email: [info@gilyschildrenfoundation.org](mailto:info@gilyschildrenfoundation.org)