



Learning Series

DISCRIMINATION

TRAINING FOR: Employers Supervisors Employees

American Counseling & Training, Inc.

EMPLOYEE ASSISTANCE PROGRAMS

P O Box 66083 ♦ Portland, OR 97290

Local 503-774-9971

National 866-774-9971

FAX 503-774-3221



TOPIC: **Discrimination**

Introduction

Now more than ever business owners and their personnel need to be aware of work place discrimination. In the last forty years the work place has changed from excluding others due to their color, race, gender, religion, and national origin to a work place that is accepting of all.

In fact, discrimination of any kind is against the law and a violation of section 703 of the civil rights act of 1964. In 1994 the Americans with Disability Act (ADA) stated that businesses need to provide reasonable accommodations for the disabled.

What is Discrimination?

Discrimination is defined as the exclusion of individuals due to race, gender, color, religion or national origin with these two defined definitions:

- ❑ Prejudice is an opinion or attitude contrary to an individual without just cause.
- ❑ Sexism is any attitude, action, or institutional structure that subordinates a person or group because of gender.

Why should we be concerned with discrimination?

- ❑ Business owners and personnel who allow discrimination are breaking the law.
- ❑ To discriminate against someone is to deny an individual equal opportunity.
- ❑ Discrimination is also concerned with equal protection under the law.
- ❑ Freedom from discrimination means that an individual can live and work where they wish.

What can business owners do to prevent discrimination?

- ❑ Provide employee training concerning the identification and prevention of discrimination.
- ❑ Create a business culture that does not tolerate discrimination amongst personnel.
- ❑ Post announcements and flyers supporting a discrimination free workplace.
- ❑ Create a reporting mechanism that will encourage and promote confidential disclosure of discriminatory activities.
- ❑ Speak out and don't tolerate offensive or discriminatory language or inferences.
- ❑ Be supportive of concerned personnel
- ❑ Find and identify a witness if an offender will not cease their activity.
- ❑ Document events as to date, time, place.
- ❑ Instruct management and supervisory personnel to report any and all incidents.