



Policy #109 – Discrimination Prevention

Context:

MN COLA is an equal opportunity employer and volunteer coordinator committed to providing an inclusive and welcoming environment for all of our volunteers, staff, clients, subcontractors, and vendors. Each individual has the right to work in a professional atmosphere that promotes equal opportunities and prohibits discriminatory practices. Therefore, MN COLA expects that all relationships among persons in the course of our work will be business-like and free of bias, prejudice, discrimination, and harassment.

Policy Background:

In order to keep this commitment, MN COLA maintains a strict policy of prohibiting unlawful discrimination based on race, color, religion, national origin, sexual orientation, gender identity or expression, sex, age, physical or mental disability, or any other characteristic protected by state, federal or local employment discrimination laws. Volunteers, employees, or job applicants will not be discriminated against in volunteer opportunities, electing Officers and Directors, employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment.

Policy Details:

Any volunteer, employee, or other person who believes they have been discriminated against by a volunteer, co-worker, or supervisor of MN COLA or by a nonemployee participating in MN COLA business should promptly report the facts of the incident or incidents and the names of the individual(s) involved to his or her supervisor (if any), MN COLA Human Resources leader (if any), MN COLA Vice-President, or MN COLA President. Upon receipt of a complaint, MN COLA will undertake a prompt, thorough, objective and good faith investigation of the discrimination allegations.

[Policy continues on the next page]

MN COLA



Minnesota Coalition of Lake Associations

If the organization determines that discrimination has occurred, effective remedial action will be taken in accordance with the circumstances involved. Any volunteer or employee determined by MN COLA to be responsible for discrimination will be subject to appropriate disciplinary action, up to and including termination.

Volunteers and employees will not be retaliated against for filing a complaint and/or assisting in a complaint or investigation process. Further, we will not tolerate or permit retaliation by Officers, Directors, supervisors, co-workers, or co-volunteers against any complainant or anyone assisting in a discrimination investigation.

As approved:



Joe Shneider, President
March 14, 2021