

NON-DISCRIMINATION POLICY STATEMENT

Community World Service Asia is an organization which holds respect for diversity. It emphasizes the dignity and equality common to all persons and adheres to a strict nondiscrimination policy regarding the treatment of staff. Community World Service Asia is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, ethnicity, gender, marital status, age or disability etc. Women are encouraged and provided opportunities to apply and work for Community World Service Asia. In lieu of this, if a male and female applicant is at par, the female will be selected.

EQUAL OPPORTUNITIES POLICY STATEMENT

Community World Service Asia strives to be an equal opportunity employer with an aim to ensure that staffs do not suffer unfair discrimination due to race, color, nationality, ethnic origin, religious belief, social class or caste, age, disability, marital status/family situation, or gender.

Hiring procedures will ensure that equal opportunity is provided on the basis of relevant abilities and merits according to the requirements of the job. Where appropriate special consideration will be given to the hiring of people with disabilities, ethnic / religious minorities and women.

Community World Service Asia is committed to a program of action to make this policy fully effective, to this end; it constantly reviews the procedures, practices and guidelines that underpin the policy and monitors the results as appropriate.

However, there may be occasions when nationality or family situations have to be taken into account, for example, during civil or other wars or where a balance of national and expatriate staff has been agreed to meet the needs of particular programs/offices. Any such exception will occur only after careful consideration in light of the needs of our programs and will be subject to review as circumstances change. With the exception of such situations, the principle of equal opportunities will apply to recruitment, promotion, transfer, training and all terms and conditions of employment. There are variations between the details of conditions for staff working in different offices, but these will be within the framework of the Staff Rules and Guidelines, and follow the underlying philosophies of Community World Service Asia adapted to local contexts rather than a radical departure from them.

Community World Service Asia believes that following a policy of equality of opportunity will benefit not only the individual but will also benefit and enrich the whole organisation. If properly followed, the policy will enable Community World Service Asia to function as a model of good practice in the regional context within which it works.