



KEP

Collective Impact Programme Association

**Collective Impact Program Association**

**Anti-Discrimination Policy Paper**

## **INTRODUCTION**

This Anti-discrimination policy document is organized for the purposes of Collective Impact Program Association (KEP) to determine a working procedure that is free from all forms of discrimination and sustainable in a manner that respects human rights for use in all transactions and practices of KEP in accordance with the establishment purposes.

According to individual characteristics and social structures in society that every individual has a different identity and social life carries on gender, sexual orientation, age, ethnic origin, religious and philosophical beliefs such as the number of elements is part of the identities of which can be increased. The social basis of discrimination is that a person defines those who do not have the same characteristics as their own social identity characteristics as others and approaches them biased. Prohibition of discrimination, which is a subject of human rights law, has become one of the most basic rules of national and international law over time.

Discrimination can occur in the form of different treatment of people in the same or similar situation, as well as in the form of the same treatment to people in different situations, regardless of their characteristics and needs. Along with these, it is known that psychological violent behaviors such as mobbing, which are often seen in business life, can carry elements that contradict the prohibition of discrimination. Failure to make the necessary arrangements for the access of the disabled, refugees, women and disadvantaged groups to their fundamental rights and freedoms is a result of the persistent neglect of the positive obligations required to end discriminatory practices.

Prohibition of discrimination is a basic principle that includes principles such as equality before the law and equal protection by the law. Articles related to the prohibition of discrimination, which have a place in national and international law, must be considered and applied both alone



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and together with other rights and freedoms contained in international conventions and national legislation.

Our basic domestic law regulations about the prohibition of discrimination in our country, Constitution of The Republic of Turkey, Penal Code of Turkey, Law on Political Parties, Labor Law, Turkish Civil Code, National Education Basic Law, are regulated by international legislations, which our country is a party to, such as The International Covenant on Civil and Political Rights (ICCPR), The International Covenant on Economic, Social and Cultural Rights (ICESCR), The Convention on the Elimination of all Forms of Discrimination Against Women (CEDAW), International Convention on The International Convention on The Elimination of All Forms of Racial Discrimination (ICERD), The European Social Charter and The European Convention on human rights. Discrimination is strictly prohibited in the procedures and procedures of states, even if there are some differences within the scope of the Prohibition of discrimination in these laws and conventions.

### AIMS

The purpose of this policy document is to share with the entire public how KEP has a position against direct, indirect, or all forms of discrimination and to express the determination of the association to fight this issue.

This policy document aims to determine the principles, recommendations, and measures for its members and components to lead and maintain a life worthy of human dignity in social, cultural, and economic life, free from all kinds of discrimination in all procedures and process of KEP, and at the same time, this document aims to increase the awareness of the members and the components of the association about the discrimination.



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This document outlines the responsibilities of KEP in the face of discriminatory attitudes and behaviors, and what needs to be done to prevent such situations.

- All members, employees and components of KEP know and agree that no discriminatory behavior arising from differences in Language, race, nationality, color, gender, sexual orientation, disability, political thought, philosophical belief, religion or sect will be tolerated.
- KEP undertakes that discrimination will not be ignored in any way with this document and that it will quickly and effectively evaluate complaints in order to move the issue to a fair investigation process.
- KEP undertakes to create sensitivity to discrimination with this document, to inform its members about discrimination, to support those who are discriminated against, to examine all kinds of unwanted discrimination statements, claims, and complaints with a principled attitude, and to effectively follow them in the relevant boards.
- KEP undertakes that crimes against discrimination will be followed as necessary in the relevant disciplinary processes. Obstructing the investigation of discrimination and interfering with processes is considered a separate disciplinary offense, and the necessary mechanisms are operated by KEP.
- With this document, KEP declares that there will be no mediation between the parties before and after the investigation processes, and agrees in principle to demonstrate the organized power of the institution in favor of the disadvantaged party.
- KEP, with this document, provided that information is requested, not to further victimize the victim, undertakes to share the results of discrimination cases that obtained as a result of processes (disciplinary processes) in the relevant boards with all members and all interlocutors, with the cause-and-effect relationship of the process within the framework of the principles of this document. (without ignoring the demands of the victim)



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- This document aims to prevent acts of discrimination, to create a living space where victims of discrimination can express themselves freely and feel safe in all processes by strengthening awareness of the issue.
- KEP ensure that the issue of discrimination referred to in this document is raised in all activities of KEP, especially in education, press and publication and organizational activities.
- KEP undertakes that the provisions contained in this policy document will not change depending on any person and time.
- This policy document aims to contribute to the creation of an equitable and free working environment where no discrimination is experienced in the association.

## CONTENT

The provisions contained in the document cover employees and members within the framework of the solidarity networks and components with which KEP has a relationship.

The principles and provisions contained in this document cover all components of KEP, its members, the board of directors and other boards, volunteers, employees, participants, students, guests, all persons and business employees who receive and service in the relations and activities of the association.

The principles and rules referred in this document apply to both events occurring within the institution and all acts of discrimination occurring outside the institution but moving to the environment of KEP or affecting academic life and work environment arising from the education and training and employment relations maintained by KEP.



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## **DEFINITIONS**

**Direct Discrimination:** Direct discrimination arises with any different treatments that obstruct preventing or make it difficult to have the rights and freedom of a natural or legal person or community benefit equally to the people who have the same or similar locations

Elements of Direct Discrimination;

- The obligation of persons to be in the same or similar situation
- To treat people differently
- Not to base on a justified reason for different treatment

**Indirect Discrimination:** Indirect discrimination is the fact that a seemingly neutral provision, practice, or criterion leaves people belonging to a particular group at a disadvantage compared to other people.

Elements of Indirect Discrimination

- Must be a seemingly neutral practice or rule
- This rule or practice should have negative consequences or create such a possibility
- There should be no legitimate reason for the practice and rule

**Multiple Discrimination:** Discrimination on a multiple basis can occur when a person is discriminated against on a different basis in different areas, as well as when a person is discriminated against on more than one basis in a single event. For example, if a person is not hired on the grounds of both gender and ethnicity, there is discrimination on a multiple basis.

**Intimidation at Work (Mobbing):** Intimidation (Mobbing) is a systematic series of emotional attacks and acts of attrition that target specific people at work. An unfair accusation is a malicious attempt to force a person to leave the workplace through discredit, humiliation, harassment, emotional abuse, violence, innuendo, allusion and gossip.



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KEP undertakes to act in accordance with the rules and principles contained in this policy document if the act of intimidation (Mobbing) occurs with a discrimination-based motive.

In the process of intimidation;

- A person's reputation, reliability, and professional competence are attacked
- Verbs contain negative, derogatory, harassing, abusive messages
- Can be direct or indirect, explicit or implicit
- Can be performed by one or more people
- Applied systematically and continuously with various methods
- Reduces victim to defective state
- The humiliated person is forced to submit to the situation
- The person is forced to leave his/her job or the institution he/she is a member of
- Quitting is shown as the victim's own choice
- Management can ignore, tolerate, even encourage and initiate the situation

**Ordering Discrimination:** It is the instruction of a person to discriminate against those who are authorized to act on his/her behalf or the instruction of a public official to discriminate against other persons.

**Failure to Make Reasonable Arrangements:** Depends on financial opportunities, all measured, necessary and appropriate changes and measures needed in a given situation to ensure that disadvantaged group members fully and equally exercise or enjoy their rights and freedoms with other individuals shall mean reasonable regulation.



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If despite the request of the individual, the managers of the association do not make these arrangements without reasonable justification, the responsible persons will be considered to have taken an action contrary to this policy document.

## PRINCIPLES

**Privacy Principle:** All information and documents related to the disciplinary process that will be operated at KEP are protected with absolute confidentiality and stored in accordance with this principle among the documents of the association. A disciplinary investigation can only be made public with the explicit consent or request of the victim.

### **Fair Assessment and Protection Principle:**

KEP,

- Evaluates applications promptly, fairly and objectively through their respective boards
- Takes the necessary measures to ensure that the victim of discrimination is not victimized again during the application process for discrimination claims
- Acts carefully and attentively to avoid any behavior and actions that may lead to repeated victimization of the discriminated victim and damage the sense of dignity and trust of the parties, and to prevent the occurrence of such behavior

**Trust Principle:** KEP acts in a way that does not damage the sense of trust of the parties by complying with all these principles with the sensitivity that it will show in the evaluation process of discrimination applications.



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## **KEP Ethics Committee**

The Ethics Committee of the Collective Impact Association is the board that works in accordance with the principles contained in the published policy documents of the association and carries out studies on potential violations of rights against its members and/or beneficiaries, working with all works and transactions of KEP. Kep Ethics Committee performs investigation, research, follow-up, examination, educational duties and authorities regarding the issues included in all policy documents written and duly enacted by the association.

KEP Ethics Committee consists of the following persons; It convenes with absolute majority and takes decisions by majority of votes. The Ethics Committee consists of three people;

- A representative from the employees of the association,
- A representative from the managers of the association,
- A representative of the program beneficiaries

The authority duration of the ethics committee is at most 6 months. Board members are re-determined before each course period held for the beneficiaries.

The previous committee members continue their duties until the new course period starts. When it is decided not to open a course as per the decision of the association, one person from the members of the association is elected and serves instead of the representative chosen by the beneficiaries.

The representatives of the committee are appointed by the board of directors, employees and beneficiaries by election themselves.

Representatives can be elected more than once. KEP Ethics Committee meets regularly on the first Friday of every month, monitors the implementation of the policy documents accepted by the association and duly entered into force, and decides on the applications made to it.





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An objection can be made to the Board of Directors by the complainant or the person whose defense is taken against the decisions of the Ethics Committee. If no objection is made to the board of directors within 7 days, the decisions of the Ethics Committee become final. The decisions of the Board of Directors given after the objection against the decision of the Ethics Committee are final. The Board of Directors is responsible for the implementation of the decisions of the Ethics Committee.

#### **Duties of the Ethics Committee within the Scope of This Policy Document**

- To follow up and evaluate the issues within the scope of this policy document on a monthly basis.
- To examine the allegations against all kinds of prohibition of discrimination within the scope of this policy document and about the procedures, procedures, practices and behaviors that will cause the victimization of the discriminated person.
- To examine the application, to inform the applicant about the alleged violation, and to ensure that the investigation is completed within 1 month at the latest, with the start of the process; if deemed necessary, to take decisions on suspension from duty, working from home, suspension of the course and other temporary measures
- To gather immediately in emergency situations.
- To provide procedural and legal support mechanisms to the victims during the investigation and investigation processes, and if these mechanisms are not within the scope of the KEP, directing the victims to the appropriate institutions.
- To organize training, promotion and similar activities and make publications in order to raise awareness about discriminatory attitudes and behaviors within the body of KEP.



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- To ensure cooperation and coordination with other units under the relevant solidarity networks regarding the prohibition of discrimination.

#### **Detecting Discriminatory Attitudes and/or Behavior and Reporting it to the Ethics Committee**

- It is recommended that the person who thinks that he or she has been exposed to a practice, behavior or procedure that leads to a discriminatory attitude and/or behavior should consult the KEP Ethics Committee first by making use of this policy document.
- KEP Ethics Committee takes the statement of the complainant as a basis in the evaluation of all kinds of discriminatory attitudes and/or behaviors.
- The statement of the complainant is put in writing and the complainant is informed about the stages of the process.
- In the post-application process, disciplinary sanction is not applied in cases where it is clearly understood that the claimant has deliberately lied and misrepresented, leaving no room for doubt.

#### **Precautions that a Person Who Thinks He/She Is A Victim In The Face Of Discriminatory Attitudes and/or Behavior**

- Reading the KEP Policy Paper on Anti-Discrimination
- Clearly warning the person who engages in behaviors or practices that will cause him or her victimization, and informing that if the person does not stop this behavior or practice, he or she will take an official action.
- From the first moment, to collect whatever material can be used as evidence in the investigation, to keep records of the events and to store the evidence.



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- In cases where reasonable arrangements are required regarding the Prohibition of Discrimination, notifying the issue to the KEP Board of Directors with a written request.
- To apply to the KEP Ethics Committee in order to receive support and learn about their rights.

### **Suggestions to the Person Who Realizes that He/She Has a Discriminating Attitude and/or Behavior**

- Reading the KEP Policy Paper on Anti-Discrimination
- To have a sensitive attitude befitting human dignity and to be sensitive in behavior towards the employees, beneficiaries, board of directors and members of the KEP Association.
- To act more sensitively in order not to victimize people in the disadvantaged group and to pay attention to be sensitive to their behavior in working life.
- Not ignoring or considering it unimportant as soon as you realize that the behavior will cause the victimization of the person or that it is a situation that disrupts the environment of the association, and taking initiatives to eliminate the negative consequences of this behavior
- To apply to the KEP Ethics Committee for information.