DEI Policy Review Checklist

1. Legal Compliance
- [ ] Aligns with the Ontario Human Rights Code (e.g., anti-discrimination, harassment).
- [ ] Complies with AODA standards for accessibility.
- [ ] Reflects Employment Standards Act requirements (e.g., fair hiring, pay equity).
- [ ] Includes a process for policy updates based on legislative changes.

2. Policy Structure & Clarity
- [ ] Clearly defines Diversity, Equity, Inclusion, and Belonging.
- [ ] States the organization's DEI mission and values.
- [ ] Outlines scope (who the policy applies to: staff, board, volunteers, contractors).
- [ ] Includes a review cycle (e.g., annually or biannually).

3. Recruitment & Hiring
- [ ] Describes inclusive hiring practices (e.g., blind screening, diverse panels).
- [ ] Includes equity-focused outreach to underrepresented communities.
- [ ] Provides accommodation procedures during recruitment.

4. Workplace Culture & Accessibility
- [ ] Commits to psychological safety and respectful workplace practices.
- [ ] Includes accessibility measures for physical and digital environments.
- [ ] Offers flexible work arrangements to support diverse needs.
- [ ] Encourages inclusive language and communication.

5. Training & Education
- [ ] Requires mandatory DEI training for staff and leadership.
- [ ] Offers ongoing learning opportunities (e.g., workshops, webinars).
- [ ] Includes anti-racism, anti-oppression, and unconscious bias education.

6. Accountability & Reporting
- [ ] Provides clear reporting mechanisms for discrimination or harassment.
- [ ] Outlines investigation and resolution procedures.
- [ ] Includes metrics and KPIs to track DEI progress.
- [ ] Assigns DEI leadership or committee responsibility.

7. Community & Stakeholder Engagement
- [ ] Encourages community partnerships with equity-seeking groups.
- [ ] Includes feedback mechanisms for staff and stakeholders.
- [ ] Reflects cultural competency in service delivery and outreach.