



**Part 1. Mission**

<b>N/A</b> Does Not Apply	<b>0</b> Insufficient Evidence	<b>1</b> Does not Meet	<b>2</b> Partly Meets	<b>3</b> Meets	<b>4</b> Exceeds	<b>5</b> Exemplary
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Criterion Measures		Rating
1.1	The mission of your organization provides support and assistance necessary for people of diverse religious views and non-religious worldviews.	
1.2	Your organization:	
	Develops, disseminates, and implements its mission	
	Regularly reviews its mission	
1.3	Your organization's mission statement:	
	is consistent with that of the constituent base	
	is consistent with professional standards related to your organization	
	is appropriate for the workplace community and employee well-being	
	references inclusive, open, and affirming language	

**Part 1. Mission Overview Questions**

A. What is the organization's mission?

B. How does the mission embrace interfaith inclusion and development?

C. In what ways does the organization's mission compliment its religious accommodation policy (if applicable)?

## Part 2. Policy

<b>N/A</b> Does Not Apply	<b>0</b> Insufficient Evidence	<b>1</b> Does not Meet	<b>2</b> Partly Meets	<b>3</b> Meets	<b>4</b> Exceeds	<b>5</b> Exemplary
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Criterion Measures		Rating
2.1	The current religious nondiscrimination/religious accommodation policy:	
	is purposeful	
	contribute to employees' realization of their work potential	
	help employees live satisfying and productive lives while at the workplace	
2.2	The organization supervisors collaborate with colleagues and departments across the organization to provide and promote implementation, development, and ensure success of the current religious accommodation policy	
2.3	Your organization:	
	assesses employee satisfaction, specifically regarding religious accommodation	
	provides evidence of impact of religious accommodation policy	
	uses evidence gathered through evaluation to create strategies for improvement	
2.4	Your organization's religious accommodation policy is:	
	intentionally designed	
	guided by theories and knowledge	
	specific to the needs of your organization and its employees	
	reflective of demographic profiles of the workplace population	
	responsive to needs of individuals, populations, and relevant constituencies	
	designed/delivered using multiple formats, strategies, and contexts	
2.5	Your organization provides reasonable opportunities for employees to	
	log a formal complaint regarding religious discrimination	
	be informed about current religious accommodation policies	

## **Part 2. Policy Overview Questions**

A. What are the primary elements of the current religious accommodation policy?

B. What evidence exists that the current religious accommodation policy is successful or unsuccessful?

C. How are employees trained about the religious accommodation policy?

### Part 3. Organization and Leadership

<b>N/A</b> Does Not Apply	<b>0</b> Insufficient Evidence	<b>1</b> Does not Meet	<b>2</b> Partly Meets	<b>3</b> Meets	<b>4</b> Exceeds	<b>5</b> Exemplary
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Criterion Measures		Rating
3.1	Your organization:	
	specifies an individual or department as a contact point for assistance with the religious accommodation policy	
	specifies the level of confidentiality employees make speak to a supervisor about their religious needs	
	provides detailed guidelines for providing reasonable religious accommodations	
2.2	Employees/Supervisors in your organization:	
	grant religious accommodation within the limits of their position	
	recognize and avoid conflicts of interest when granting religious accommodations	
	provide religious accommodation information accurately and without deception	
	work to provide reasonable access for all groups and points of view when giving religious accommodations	

### Part 3. Organization and Leadership Questions

A. How does your organization manage employee confidentiality and privacy of matters such as religious accommodation needs?

B. How are conflicts of interest, regarding religious accommodation, managed?

**Part 4. Law, Policy, and Compliance**

<b>N/A</b> Does Not Apply	<b>0</b> Insufficient Evidence	<b>1</b> Does not Meet	<b>2</b> Partly Meets	<b>3</b> Meets	<b>4</b> Exceeds	<b>5</b> Exemplary
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Criterion Measures		Rating
4.1	Your organization:	
	is in compliance with laws, regulations, and policies that relate to religious nondiscrimination	
	has written policies regarding religious nondiscrimination and accommodation	
	regularly reviews policies to ensure they reflect the organization’s mission and vision and ensures that they are in compliance with federal, state, and local laws	
4.2	Employees/Supervisors in your organization:	
	are informed about organizational policies regarding religious nondiscrimination and religious accommodation	
	are knowledgeable about laws relating to religious nondiscrimination and religious accommodation	
	Seek professional legal advice for problems regarding legal issues of religious accommodation and nondiscrimination	
	are able to disseminate information, including policy changes to all employees	

**Part 4. Law, Policy, and Compliance Questions**

A. What are the pressing religious accommodation policy issues facing your organization?

B. How are your employees instructed, advised, and assisted with new policy implementation?

C. How are supervisors and executives informed about current laws relating to religious accommodation and nondiscrimination?

**Part 5. Diversity, Equity, and Access**

<b>N/A</b> Does Not Apply	<b>0</b> Insufficient Evidence	<b>1</b> Does not Meet	<b>2</b> Partly Meets	<b>3</b> Meets	<b>4</b> Exceeds	<b>5</b> Exemplary
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<b>Criterion Measures</b>		<b>Rating</b>
5.1	Your organization creates and maintains religious nondiscrimination and accommodation policies that are:	
	welcoming, accessible, and inclusive to persons of all religious and nonreligious worldviews	
	Equitable and nondiscriminatory	
5.2	Your organization creates policies equally accommodating and not discriminating on the basis of ability; age; cultural identity; ethnicity; family; gender identity and expression; nationality; political affiliation; race; religious affiliation; sex; sexual orientation; economic, marital, social, or veteran status; or and other basis included in organizational policies or federal, state, or local laws	
5.3	Your organization:	
	acknowledges the sensitivity involved with religious nondiscrimination and accommodation	
	has a system in place to change or remove policies and practices that limit access, discriminate, or produce inequities, specifically in regard to religious accommodation	
	ensures that religious accommodation policies and procedures are accessible to persons with disabilities	
5.4	Your organization’s employees demonstrate a high degree of cross-cultural competency and sensitivity	

**Part 5. Diversity, Equity, and Access Questions**

A. How does your organization ensure nondiscrimination and equitable treatment of all employees from different religious and nonreligious backgrounds?

B. What policies are in place at your organization to address equity and nondiscrimination?

C. How do the nondiscrimination policies at your organization maintain up-to-date information regarding changes in federal, state, and local law changes?