



YOUR CARE COURIER

Equal Opportunity & Non-Discrimination Policy

1. Purpose

Your Care Courier is committed to providing an environment of fairness, dignity, and respect for all individuals who interact with our organization. This Equal Opportunity & Non-Discrimination Policy outlines the principles and operational standards that guide our conduct when engaging with clients, contractors, subcontractors, employees, job applicants, partners, and the public.

2. Policy Statement

Your Care Courier strictly prohibits discrimination in all forms and is firmly committed to equal opportunity in service, employment, contracting, and collaborative relationships. We ensure all individuals receive equitable treatment regardless of legally protected characteristics, including:

- Race or color
- National origin or ancestry
- Citizenship or immigration status (as permitted by applicable law)
- Religion or creed
- Sex, gender identity, or gender expression
- Sexual orientation
- Age

- Marital, family, or parental status
- Disability (physical, mental, or developmental)
- Genetic information
- Veteran or military status
- Pregnancy or related conditions
- Any other status protected by federal, state, or local regulations

3. Scope of Policy

a. Clients & Service Recipients

We deliver all courier and care-related services in a manner that is respectful, unbiased, and accessible. No client will ever be denied services, delayed in services, or treated differently based on any protected characteristic.

All clients will receive equal consideration, professional conduct, and fair access to our resources and operational support.

b. Contractors & Subcontractors

Contracted personnel and subcontracting partners are expected to uphold the same equal opportunity and non-discrimination standards outlined in this policy.

Selection, onboarding, project assignment, and ongoing engagement are based solely on professional merit, qualifications, and business necessity—never on unrelated personal characteristics.

c. Hiring, Employment, & Recruitment

Your Care Courier is an Equal Opportunity Employer. All employment decisions—including recruitment, hiring, placement, promotion, evaluation, discipline, compensation, and termination—are made without discrimination.

We provide fair access to employment opportunities for all qualified applicants. All job candidates are evaluated strictly on the basis of their professional experience, aptitude, and ability to perform the essential functions of the role.

4. Reasonable Accommodations

Your Care Courier provides reasonable accommodations for persons with disabilities, unless doing so would impose an undue hardship. This includes individuals receiving services, employees, job applicants, contractors, and subcontractors.

Accommodations will be made proactively, promptly, and with respect for individual privacy.

5. Anti-Harassment & Anti-Retaliation Standards

Harassment, intimidation, or hostile behavior based on any protected class is strictly prohibited.

Your Care Courier also prohibits retaliation against any individual who:

- Reports discrimination or harassment
- Participates in any investigation
- Requests a reasonable accommodation
- Raises concerns about policy compliance

Retaliation of any form will result in corrective action, up to and including termination of employment or termination of a business relationship.

6. Expectations for Third-Party Conduct

All contractors, subcontractors, partners, vendors, and affiliates working with Your Care Courier must comply with the standards of this policy.

Violation of these standards may result in removal from assignments, non-renewal of agreements, or termination of contracts.

7. Policy Enforcement

Concerns regarding discrimination, harassment, retaliation, or unequal treatment may be submitted confidentially to:

Your Care Courier

Email: info@yourcarecourier.com

All concerns will be reviewed promptly, fairly, and impartially.

8. Continuous Commitment

Your Care Courier is dedicated to maintaining an environment rooted in respect, fairness, integrity, and professionalism. We continuously evaluate and refine our practices to ensure compliance with evolving laws and to uphold the highest ethical standards.