

# Invitation to Anti-Discrimination Policy Training

Dear [Employee's Name],

We are pleased to invite you to participate in our upcoming Anti-Discrimination Policy Training. This training is essential to ensure that all employees understand our commitment to fostering a respectful and inclusive workplace.

## Training Details:

- **Date:** [Insert Date]
- **Time:** [Insert Time]
- **Location:** [Insert Location]/**Virtual Link:** [Insert Link]
- **Duration:** [Insert Duration]

This training will cover:

- Understanding discrimination and harassment
- Company policies and the importance of diversity
- How to report incidents and support colleagues

We believe that every employee plays a crucial role in creating a safe and equitable work environment. Your participation is vital.

Please confirm your attendance by [Insert Deadline].

Thank you for your commitment to promoting a culture of respect and equality.

Best Regards,  
[Your Name]  
[Your Position]  
[Company Name]