

# Letter of Clarification on Civil Rights Policy Objectives

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Organization's Name]

[Organization's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to clarify our civil rights policy objectives and to ensure alignment with our organization's commitment to fostering an inclusive environment.

Our primary objectives include:

- Promoting equal opportunity in all organizational practices.
- Ensuring that discrimination on the basis of race, color, national origin, sex, disability, or age is actively addressed.
- Enhancing awareness and training on civil rights laws and regulations.
- Fostering a culture of respect and support among all staff and stakeholders.

We believe that clear communication is essential for achieving these goals, and we welcome any feedback or suggestions you may have.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Organization's Name]

[Contact Information]