

Inquiry Letter Regarding Discrimination Policy

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about [Company Name]'s discrimination policy, as I believe it is important to understand the measures your organization has in place to promote a fair and inclusive work environment.

Specifically, I would appreciate it if you could provide information on the following:

- The scope of your discrimination policy
- How employees can report incidents of discrimination
- The procedures for investigating and resolving complaints
- Any training programs that are offered to employees regarding discrimination and diversity

Your prompt response will be greatly appreciated, as it will help facilitate my understanding of [Company Name]'s commitment to diversity and inclusion.

Thank you for your attention to this matter. I look forward to your response.

Sincerely,

[Your Name]