



Gender and equality plan 2021

Nordregio's policies concerning gender equality

General policy

Nordregio shall be an equal workplace where all employees regardless of age, gender, religious or other beliefs, ethnicity, disabilities, transgender identity or sexual orientation are able to thrive and able to progress professionally. Nordregio shall in planning and decision making consider the effects on equality and diversity.

The gender equality work is also an important part of the systematic efforts to improve Nordregio's work environment and should be included as an integrated and natural part of the daily operations. The work to promote equal rights and opportunities shall take place in cooperation with the employees.

Since a lot of Nordregio's research is based on comparative international studies, it is necessary to have staff with different national backgrounds. Ethnical and cultural diversity is an asset for Nordregio and a part of the institute's success. The international environment is also contributing to Nordregio's attractiveness as a workplace.

No one at Nordregio should feel discriminated and Nordregio shall facilitate a balance between work and free time for the employees. The possibility to choose work tasks/clients shall be equal for all employees.

Employment and parenthood

Nordregio shall facilitate for all employees to combine work with family life and encourage all parents to make use of their right to parental leave.

There shall be no doubt that Nordregio has a positive attitude towards all employees going on parental leave, and eventual plans for having children should not affect the decision of recruiting someone.

Sexual harassment

Harassment is defined as unwanted behavior based on gender, or unwanted behavior of sexual nature that violates the employee's integrity in the work situation. Examples of harassment are degrading comments or jokes, groping or other unwanted touching, unwanted sexual innuendo, glances and gestures, making a person invisible, to not be taken seriously, withholding of information etc.

An employer is obligated to prevent sexual harassment regardless of whether it occurs at the workplace or not. This means that the employer shall have both a policy against sexual harassment and an action/contingency plan for how the occurrence of sexual harassment shall be handled and how an eventual report shall be investigated. There is a policy and contingency plan regarding this at Nordregio:

At Nordregio there is zero tolerance against any forms of sexual harassment or harassment based on gender, ethnicity or religion.

Action and contingency plan: There is one designated contact/support person at Nordregio with the task of acting in case an employee is experiencing harassment at the workplace (sexual harassment, harassment related to gender, ethnicity, religion or other beliefs). Currently these responsibilities fall on Head of administration. If a report is made it shall be investigated internally before further measures are taken. The contact person shall with discretion initiate and lead the informal investigation and function as a support for the affected person. The contact person shall observe confidentiality and offer an opportunity to talk about the situation and go through various action alternatives.

A possible measure could consist of a conversation between the person who feels harassed and the harasser under the direction of the support person, or the support person has a conversation with the harasser, with the aim of stopping the harassment immediately. If the harassments do not cease, the next step is a formal report. No measures can be taken without consulting the person who feels harassed.

Recruitment

Assessments based on skills and experience shall form the basis for recruitment and promotion.

A gender balance is to be pursued with the aim of both genders being represented with at least 40 %.

Salaries

Salaries are based on general criteria such as roles and responsibilities within Nordregio and knowledge and experience relevant to Nordregio. The salary revision process shall be equal for all employees.

It is stated in the document "salary review at Nordregio", that salaries are set individually based on the ability of the employee to help Nordregio to achieve its goals. Each staff category will be evaluated on its own criteria and what is expected from each category can be found in each staff category's job description in the staff handbook.

Salaries are based on general criteria such as roles and responsibilities within Nordregio and knowledge and experience relevant to Nordregio. The salaries are evaluated each year and the evaluation is based on quantitative and qualitative evaluation criteria described in a document, which is revised and presented for the staff before each year's salary revision.

Actions to maintain and improve gender equality at Nordregio

There is an annual working environment survey at Nordregio that is followed-up with actions for improved working environment. In addition to those actions, the management team continuously works with the local union club to help secure equal opportunities for all staff at Nordregio.