

# gender equality policy

## Purpose and goal

atNorth's gender equality program aims to increase general job satisfaction and improve work ethic. The gender equality plan is prepared in accordance with Icelandic Act no.10/2008 on equal status and equal rights of women and men and the Swedish Diskrimineringslag/Discrimination Act (2008:567).

The purpose of the equality policy is to ensure the fullest equality between women and men in the workplace with the aim of making full use of employee skills and abilities without gender discrimination. Sexual harassment and gender-based harassment is never tolerated in the workplace. This policy shall ensure that employees are not discriminated in any cases based on gender, age, race, sexual orientation, religion and beliefs, ethnic origin, or economic status.

atNorth's management are responsible for ensuring that the utmost gender equality is practiced, and that each employee is valued at its own prerequisites. By this it is ensured that the Human capital of the company is best utilized.

## atNorth's gender equality goals

- Equality shall prevail when hiring and transferring employees between jobs.
- Equality shall prevail when selecting employees for managerial and increased responsible positions.
- Employees shall enjoy the same terms for the same or equivalent jobs (IST 85). The criteria proposed basic wage decisions do not include gender differences.

## Hiring, salary and training

- When hiring new employees, the application process is open both to men and women. Employee shall not be discriminated against based on gender in terms of opportunities for continuing education or retraining.
- All employees, regardless of gender, can attend courses that are held specifically to increase skills at work.
- Equal gender selection shall be considered when appointments are made for working groups and committees.
- The company shall seek to even the ratio of women and men in the various jobs within the organization whenever the opportunity arises.

## Reconciliation of family and work life

- atNorth shall take necessary measures to enable women and men to reconcile their responsibilities at work and towards the family in good collaboration with their manager.
- atNorth allows for flexible work hours as relevant and appropriate as mutually agreed between the employee and respective manager.

## Bullying, violence, gender-based and sexual harassment (social harassment)

Social harassment/violence is never tolerated under any circumstances. Employee participation in such cases is also condemned. The definition of atNorth is in accordance with article 2. in Icelandic Act no.10/2008 and Act no. 46/1908.

**Bullying:** Repeated behaviors that generally cause discomfort to a person, that includes belittle, insult, hurt or threaten a person.

**Gender-based harassment:** Behavior related to the gender of the victim and has the purpose to effect of offending person's respect and creating situations that are threatening, hostile, degrading, humiliating or offensive for the person in question.

**Sexual harassment:** Any sexual behavior that is unacceptable to the victim and has the purpose or effect of offending the person's respect, especially when behaving leads to threatening, hostile, degrading, humiliating or offensive situations. The behavior can be verbal, symbolic and or physical.

**Gender-based violence:** Violence based on gender that leads to or could lead to physical, sexual, or psychological harm or suffering of the victim, including threats thereof, coercion or deprivation of liberty, both in private and in public.

**Violence:** Any behavior that leads to, or could lead to, physical or psychological harm or suffering of the victim, as well as the threat of such, coercion, or deprivation of liberty.

These definitions above do not refer to any differences of opinion or conflicts of interest that may arise in a workplace between a manager, employee or two or more employees, such as disagreement or conflict of interest does not apply to the conduct described.

### Responsibility and handling of cases

It is the employer's responsibility to prevent staff to be exposed to social harassment/violence in the workplace.

Managers also have a duty to act on issues when they arise and seek assistance to the Human Resource department. All such's complaints must be investigated, and staff supported from the best of ability.

### Follow-up

The gender equality policy is reviewed every three years.

Goals are reviewed annually with managing directors and senior management.