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Gender Equality and Diversity Policy

1 Introduction

- 1.1 Section 6.1 and 6.2 of OX2's Code of Conduct stipulates that equality and diversity are an important part of OX2's corporate culture.

*We strive for a corporate culture that is based on meritocracy and which is fully **non-discriminating** out of sexual and political orientation, gender identity, ethnic and national identity, religion, disability, or age.*

We believe in non-hierarchical structures as well as in an equal belonging. Equality does not mean consensus or being the same - we are all different and diverse in background and perspectives. However, we all deserve to feel equal belonging to our culture. We attain that through including people with respect and curiosity. This culture creates the best foundation for OX2 as a long-term viable company.

- 1.2 A workplace that is characterised by diversity and equality, where all enjoy equal treatment, is attractive for both employees and OX2's partners.
- 1.3 OX2 is responsible for establishing standards and handling tools that can help the OX2 to increase its diversity. The operational units of OX2 are then responsible for managing diversity issues in an efficient and appropriate manner. This document consists of the policy and gender equality and diversity initiatives for 2021. Equality and diversity work forms part of our day-to-day business.

2 Policy and Guidelines

- 2.1 All employees must be treated equally, i.e. are entitled to the same rights and opportunities at OX2, regardless of gender, age, ethnic or religious affiliation, sexual orientation or disability. This equality and diversity policy is part of the process of achieving such a workplace and the starting point is that diversity and equality must permeate OX2. OX2's goal is to gain competitive advantages by benefiting from a range of thought processes around gender, geographical origin, industry background and other diversity indicators.
- 2.2 Everyone has responsibility for OX2 living up to its policy. However, each line manager has special responsibility for the content of the policy and its enforcement. If the objective is to be attained, OX2 must work on specific measures in the following areas, (in no particular internal order):
- Recruitment
 - Working environment
 - Salary and remuneration
 - Parenthood and work

- Harassment (see [OX2's Instructions Relating to Victimization and Harassment](#)).

3 Recruitment

- 3.1 The main criterion for engagement for work at OX2 is skills. The one that best meets the requirements must be employed. In order to create a gender equal workplace when, for example, a man and a woman have equivalent qualifications, and otherwise meet the requirements, the position shall be filled by the under-represented gender.
- 3.2 Job advertising and recruitment must be carried out in a professional manner. This means that no discrimination on the basis of gender, ethnic and religious affiliation, sexual orientation, or disabilities may occur. This applies to both the selection of applicants and interviews as well as assessment of who gets the position.

4 Working Environment

- 4.1 The physical and psycho-social working environment must be formed so that it is suitable for men and women, regardless of ethnic or religious affiliation, sexual orientation, age or disability. Gender and diversity must be considered in the composition of projects and working groups, planning of conferences and in other decision-making contexts.
- 4.2 To achieve the best possible working environment for all employees, OX2 shall conduct systematic work environment management in accordance with, inter alia, the Swedish Authority Provisions and General Guidelines on Systematic Work Environment management (AFS 2001:1) and on Organisational Social Work Environment (AFS 2015:4).

5 Salaries and Other Remuneration

- 5.1 OX2's salary model must reward and encourage skills, good performance, commitment and initiative regardless of gender, ethnic or religious affiliation, age, sexual orientation or disability. This means that two employees that have reached the same results, have the same training, the same responsibility and the same work experience in the same country must also be at the same income level.
- 5.2 In order to confirm that there is no systematic wage discrimination on the basis of gender or other equality perspective, OX2 shall carry out annual surveys on salary.

6 Parenthood and Work

All employees must be able to reconcile work and parenthood without harm to their opportunities in the workplace. OX2 must make active efforts to support employees who have children. Before an employee takes parental leave, he or she must agree with their manager about how the employee will be informed and updated about what is happening in the company. This is important in order to create a sense of participation and facilitate return to work.

7 Harassment

OX2 takes any form of harassment in the workplace very seriously and the existence of such behaviour is not acceptable - **zero tolerance**. No-one should be subjected to harassment, regardless of cause. For more information on OX2's position on harassment, please see OX2's Instructions Relating to Victimization and Harassment.

8 Targets and General Measures

- 8.1 OX2 shall always have zero-tolerance to victimization, harassment, and discrimination and shall at any time promote its zero-tolerance position at all of OX2's worksites.
- 8.2 For gender equality and diversity issues to become an integral part of the company's daily activity there must be clear objectives that have been formulated for the work. It is also highly important that planned activities and objectives that are discussed are followed up.
- 8.3 OX2's systematic and targeted work on gender equality, diversity and equal treatment shall be regularly evaluated, followed-up and analysed.
- 8.4 OX2 shall always be characterised by gender equality and diversity. It must be made clear that OX2 is working with equality and diversity by, for example, having it as a main topic at one of OX2's conferences or similar meetings at which employees gather.
- 8.5 OX2 must make stringent efforts for the gender distribution at OX2 to be reflected in the gender distribution among managers.
- 8.6 OX2 will during 2021, together with external partner(s) in the areas of gender equality, diversity and inclusion, conduct surveys, educate, perform analysis and make a plan for how OX2 can continue to work with these topics going forward.

9 Follow up

This policy will be followed up annually or at an earlier point in time and revised when required.

References

Documents referring to this document:

| Document name (link) | Description |
|---------------------------|-------------|
| Process document template | |

Revision history

| Revision index | Description | Date | Issued by | Approved by |
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