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EQUALITY AND NON-DISCRIMINATION PLAN

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1. Introduction

In its strategy for 2021–2025, Folkhälsan emphasises the value of being a responsible employer. Succeeding in this requires long-term planning, which makes the concept closely related to sustainability and its various aspects. People spend a great part of their time working, and the conditions – both social and physical – in which the work is done are naturally very important for people's health.

Together with diverse investments in the staff's well-being, Folkhälsan's values – competence, commitment and care – are what make Folkhälsan a unique and health-promoting workplace. In the new strategy's description of the values competence, commitment and care, care is described as follows:

"Care means that we respect human dignity, and work for equality, non-discrimination and diversity. We see each person as a whole, treat every person as an individual and are easily approachable."

The equality and non-discrimination plans are, besides a statutory obligation, also an important guide for Folkhälsan in setting goals and steering the systematic work involving these matters. It is Folkhälsan's goal that the principles of equality be present throughout Folkhälsan's operations.

Act on Equality between Women and Men

The goal of the Act on Equality between Women and Men is to prevent gender-based discrimination and to promote equality between women and men and, to this end, improve the position of women

particularly in the working life. The act also aims to prevent discrimination based on gender identity and gender expression.

Every employer must promote equality between women and men within working life in a purposeful and systematic manner.

In order to promote gender equality in working life, the employer must, with due regard to the resources available and any other relevant factors,

- 1) act in such a way that job vacancies attract applications from both women and men;
- 2) promote the equitable recruitment of women and men in the various jobs and create for them equal opportunities for career advancement;
- 3) promote equality between women and men in the terms of employment, especially in pay;
- 4) develop working conditions to ensure they are suitable for both women and men;
- 5) facilitate the reconciliation of working life and family life for women and men by paying attention especially to working arrangements; and
- 6) act to prevent the occurrence of discrimination based on gender.

According to the Non-discrimination Act, no one may be discriminated against on the basis of age, origin, nationality, language, religion, belief, opinion, political activity, trade union activity, family relationships, state of health, disability, sexual orientation or other personal characteristics. (Discrimination is prohibited, regardless of whether it is based on a fact or assumption concerning the person him/herself or another.)

The employer must assess the realisation of equality in the workplace and, taking into account the needs of the workplace, develop the working conditions as well as the methods complied with in the selection of personnel and in making decisions concerning the personnel. These measures shall be effective, expedient and proportionate, taking into account the operating environment, resources and other circumstances.

An employer who regularly employs at least 30 persons must have a plan for the necessary measures for the promotion of equality. These measures and their effectiveness must be discussed with the personnel or their representatives.

This plan contains the practical goals and measures for promoting equality and non-discrimination at Folkhälsan. We also provide a plan for reaching (or implementing) the goals, the division of responsibility, resources, information, and follow-up.

2. Resources for preparations, implementation and monitoring

The equality and non-discrimination plan is in effect for two years, from 2020–2022. The working group on equality and non-discrimination, which has both employee and employer representatives, monitors

the implementation of the goals and measures specified in the plan, and updates the plan on an annual basis before its approval by the Folkhälsan Executive Group (FEG), which, for its part, it committed to implementing the content of the plan. During 2018–2020, the members of the working group were HR Director Cecilia Ehrnrooth (chair), FEG Representative Niklas Talling, HR Director Anna Litonius, Researcher in Charge Eva Roos and Specialist Sara Sundell.

The goal of the plan is to provide background information on the potential development needs at the workplace regarding equality. An assessment of the present state can be based on statistical information, surveys or other workplace information. The assessment may emphasise different aspects in different years. The areas to be surveyed depend on the organisation's gender composition and workplace-specific circumstances. The assessment may rely on staff reports that are regularly compiled at the workplace, such as a statement of human resources. If the reported indicators are compiled with gender information, they can be used also in equality assessment. In its equality planning, the organisation can utilise workplace atmosphere surveys and include questions in them that are needed for reporting on equality. The following is an example of the goals of the assessment. Recruiting and employment proceedings: For example, the organisation can assess the distribution of genders between the applicants and the persons selected and, where possible, aim to increase the number of women in male-dominated duties and the number of men in female-dominated areas.

A working group has been appointed to implement the equality and non-discrimination plan. The group meets regularly during working hours and informs the staff of its activities. To support the working group's duties, regular staff surveys, salary assessments and reports on the duties of men and women are carried out.

3. Goals and measures based on the most recent staff survey

The goals and measures are based partly on the responses collected in the staff survey conducted in autumn 2019, partly on the salary assessments and assessment of the positions of women and men in the organisation carried out in summer 2019, as well as on the report submitted by Ekvälita consultants in April 2020. The report included recommendations that were based on the employees' own suggestions as well as on those that Ekvälita recommended based on the responses of the survey. Based on these suggestions, the working group on equality and non-discrimination has compiled goals and measures for the upcoming follow-up period.

Staff survey – summary

The equality and non-discrimination survey consisted of 25 questions. The response rate for the entire organisation was 39%, amounting to 476 persons. The response rates among the legal entities varied between 33% and 70%. A clear majority of the respondents perceive Folkhälsan as an equal

workplace. 16% of the respondents responded “No” and 37% “I do not know” to the statement “The top management of our organisation promotes equality in a goal-oriented way.” A majority (60%) of the employees feel they are treated fairly by their supervisors and the management.

The responses indicated perceived discrimination, but it could not be constituted as a widespread phenomenon at Folkhälsan. In addition, there were reports of bullying and sexual harassment, which, despite being only a few cases, are something that the organisation must pursue and reach zero tolerance for.

The salary assessment also shows that women’s salaries are somewhat lower than men’s, when considering the organisation as a whole. This applies to all legal entities except for Valfärd, where the differences are marginal. Part-time working was seen as an underlying reason for this, while it was also perceived that the distribution of duties reflects the societal distribution of work among the genders, which was also reflected in the survey of the positions of women and men.

Although a clear majority of the respondents perceive Folkhälsan as an equal workplace, 22% responded that they do not feel the workplace is equal. 16% of the respondents responded “No” and 37% “I do not know” to the statement “The top management of our organisation promotes equality in a goal-oriented way.” A majority (60%) of the employees feel they are treated fairly by their supervisors and the management.

Among the respondents, 9% or 42 persons said they have experienced workplace bullying during the past two years. Out of them, only 14% had reported the bullying and half of them had received good treatment while reporting it, and equally many reports had resulted in action. Therefore, perceived discrimination is not a widespread phenomenon at Folkhälsan.

Sexual harassment and harassment based on gender occur seldom at Folkhälsan. In the events that have taken place, it has most often been about someone making a remark about someone’s body or sexuality in a way that the respondent perceived disturbing or harassing (7%) or that the person was made invisible or ridiculed because of their gender (6%).

A pervasive problem is that not all cases are reported. In the cases where the events were reported, the majority of the respondents perceived that they had been treated well and that the process resulted in measures being taken.

3.1. A safe, equal and non-discriminating workplace

Folkhälsan strives to be a work community without discrimination, sexual harassment, harassment based on gender, special treatment or exclusion. Norm-aware, diverse communication is strengthened throughout the organisation. To reach these main goals, the following sub-objectives must first be met:

- Promote respectful treatment between employees
- Prevent and intervene in sexual and gender-based harassment
- Prevent discrimination, special treatment and exclusion
- Be an inclusive workplace

Measures

1. An online training package is created for supervisors and employees. The goal is:

- To make equality and non-discrimination work visible
- To improve knowledge about discrimination, equality, sexual harassment, gender-based harassment and their consequences in the working community
- To improve knowledge about norm-aware communication
- To promote the visibility of the process of reacting to and reporting inappropriate treatment related to discrimination, equality and sexual or gender-based harassment
- To clarify the goal-oriented work on equality and non-discrimination with respect to both the goal and the visibility of the work in the organisation's activities
- To support for supervisors regarding issues that emerged from the survey and also the strengths that contribute to creating a feeling of respect, inclusion and equal treatment

Follow-up/indicator

- Training package: create and deploy a training package in the intranet during 2021. Indicator for 2022: Number (staff categories) of participants. At least 100% of supervisors.
- Indicator: follow-up in the next staff survey
- The communication policy takes diversity into account
An image analysis of Folkhälsan's website, recruitment advertisements and internal image database.

2. Update Folkhälsan's anti-bullying plan.

- Establishin a working group to update the plan
- Briefing the plan to all supervisors and employees. This can be carried out e.g. in connection with mandatory online training.
- Informing the staff of what they should do if they notice bullying, where it must be reported and how it must be documented.

Follow-up/indicator

- Preparing a clearer reporting process
- All cases are reported to the employer (measured in the survey)
- Indicator: follow-up in the next staff survey

4. Follow-up and updates from 2016

2016 goals

- The first measure is to analyse the results of the Best Workplaces in Finland survey with respect to equality/non-discrimination. Folkhälsan's goal is to meet the requirements of the Non-discrimination Act, and therefore it is suggested that the focus in upcoming BWF surveys or the like should also be on non-discrimination objectives.

- Carry out salary assessments for each professional group and an analysis of the distribution of men/women in different positions.
- To support the non-discrimination work, it is recommended that equality surveys be carried out throughout the organisation every three years.
- The diversity of Folkhälsan's employees could be increased.
- Further measures could be surveying Folkhälsan's policies in terms of equality/non-discrimination and updating the anti-bullying plan.

The work on updating the plan has not been carried out within the specified time. This was partly because it turned out that the work was more comprehensive than expected and partly because the translators and consultants that were used could not carry out the work according to the timetable that the working group had set for the project.

The work on harmonising titles and positions has progressed within the legal entities and will continue until the entire organisation has been covered. The last time the "Finland's Best Workplace" survey was carried out was 2018. The results of the survey have not been analysed with respect to equality and non-discrimination.

The anti-bullying plan have not been updated but that will be done in parallel with this plan.

Some of the measures for improving the diversity of staff at Folkhälsan have been implemented, for example in the Diversity of Health project, with the Baltic recruitment path (planned for 2021–) and the exchange programme with the German Order of Saint John. Further improvement of diversity continues as a measure in this plan.

The number of respondents in most parts of the organisation was low (39%). Folkhälsans förbund piloted a staff survey in 2018 and prepared its own action plan for improving equality and non-discrimination at the workplace. The action plan included staff training, for example, on respectful treatment and discrimination. The staff participated in the process and was also well-represented in the working groups. Folkhälsans förbund had the highest response rate (70%) in the staff survey that constitutes the background material for this plan, which shows the importance of systematically working on these matters within the work community. The goal for the next survey is that at least half of the employees participate in it.