

NILU's work for gender equality and against discrimination

Introduction

NILU's work for gender equality and against discrimination is rooted in the department's overall strategy and business plan, vision and values. After discussions with the employee representatives, ethical guidelines, an overall personnel policy, a salary policy, a senior policy and guidelines for reporting censurable conditions have been prepared. All these management tools touch on important aspects of NILU's work for gender equality and against discrimination. The implementation of the guidelines takes place via the heads of the various units and in cooperation with the trade unions.

Since 2021, NILU has had a working group consisting of union representatives and representatives from the administration that annually revises our guidelines and prepares action plans.

Principles and objectives

NILU works towards the overall goal that all employees should feel that they are equal – regardless of their role in the organization and regardless of gender, age, functional level, creed/belief, language, cultural differences and sexual orientation. Individual qualities are respected and valued.

- There must be a good balance between women and men at the department, and we therefore strive for an even gender balance in all job categories. Mild gender quotas can be considered in job categories that have a clear predominance of one of the sexes.
- NILU wants to make it possible for employees with different ethnic backgrounds to thrive in the company. We do not accept discrimination either in the hiring process or later in the employment relationship.
- NILU wants an age diversity among its employees. Age should not be a decisive criterion either in the hiring process or later in the employment relationship.
- NILU will continuously work to facilitate the conditions for everyone, regardless of functional level, to be able to be given employment and access to the workplace.

Method

To achieve the goals, we are based on management tools such as ethical guidelines, personnel policy, salary policy, senior policy and the guidelines for reporting censurable conditions. The management and the union representatives work actively together to achieve the goals. We use personnel processes such as recruitment, introduction program (onboarding), determination of salary and working conditions, competence development/career development, facilitation of the opportunity to combine work and family life and facilitation of reduced work ability to ensure that we achieve the goals.

We have used the risk mapping tool from Bufdir to develop our strategy.

Status 01.07.2024

Recruiting

NILU is a competence company where the quality of the company's employees determines the quality of the products we deliver. Without a high level of expertise and service-minded employees, NILU cannot be competitive and adaptable. NILU strives to hire the best qualified applicant, and all appointments/promotions shall be made on the basis of qualifications. NILU has chosen to facilitate a seamless immigration to Norway for all employees who need to move here, by engaging an external provider of such services. NILU also has a solid internal introduction process that ensures good knowledge of the business and our policies and systems.

Through our recruitment processes, we have gained a diverse workforce:

- 50% women and 50% men.
- 12 of our 20 managers with personnel responsibility are women.
- Employees born outside Norway make up 32% of our employees, but occupy as much as 58% of our research positions.
 - 42% of our researchers born outside Norway are women

We must continue to focus on achieving good gender balance within some of our job categories. We have a large predominance of men among system consultants and system developers and a large predominance of women among administration coordinators and laboratory technicians.

Job categories	Women	Men
Laboratory Technician	100 %	0 %
Administrative coordinators	100 %	0 %
System Consultants	0 %	100 %
Senior Engineers	44 %	56 %
Engineers	60 %	40 %
Senior System Developer	14 %	86 %
Researcher 5c	25 %	75 %
Researcher 5b	50 %	50 %
Senior Researcher 5b	43 %	57 %
Senior Researcher 5a	43 %	57 %

NILU has several employees with reduced ability to work, but no employees with disabilities. NILU's building dates from 1994, does not meet the requirements for universal design and therefore places some restrictions in relation to facilitation for e.g. people in wheelchairs.

Salary and working conditions

In connection with the annual salary negotiations, NILU has prepared salary statistics with a view to uncovering any gender differences. The statistics are only compiled for job categories where there are at least 5 of each gender. As of 01.07.2024, statistics have been prepared for 5 job categories:

Women's salary in 5 job categories stated as % of men's salary

	Engineers		Senior Engineers		Researcher 5B		Senior Researcher 5B		Senior Researcher 5A	
	Women	Men	Women	Men	Women	Men	Women	Men	Women	Men
Maple	97 %	100 %	91 %	100 %	101 %	100 %	97 %	100 %	103 %	100 %
Avg. age	37	40	46	50	42	35	47	51	53	51

In 3 out of 5 job categories, women have on average somewhat lower salaries than their male colleagues, while in 2 out of 5 job categories it is men who have somewhat lower salaries than their female colleagues. For 4 of these 5 job groups, the differences between men and women are very small, which can largely be explained by corresponding differences in average age.

Female senior engineers have an average salary 7% lower than male senior engineers. Here, too, some of the difference can be attributed to age, but we also see that the male senior engineers have a higher level of education and have education in disciplines that are highly paid in the market.

NILU will continue its work to even out unjustified pay differences between women and men.

NILU has good working conditions that facilitate gender equality:

- NILU pays salary beyond the employer's period in the event of sick leave and employees of NILU are entitled to full salary during parental leave (provided that there is a right to parental benefit in accordance with the provisions of the National Insurance Act).
- NILU facilitates for employees with reduced work ability or needs related to different life situations by offering adapted work tasks and work situations, as well as reduced positions. In 2024, approximately 14% of the employees had a reduced position due to their own need or wish. Of these, approximately 46% were men.
- NILU offers a home office scheme for employees in positions where home office is appropriate in relation to the tasks to be performed.
- NILU has established health insurance for all employees.

Competence development/career development

NILU has experienced having very competent employees and the competence profile reflects the diversity in the organization

- 69% of our employees have a master's degree
 - Women make up 45% of this group
 - Employees with foreign nationality make up 49% of this group
- 44% of our employees have PhD,
 - Women make up 49% of this group
 - Employees with foreign nationality make up 62% of this group

Competence development takes place primarily in the work situation through participation in new research projects. Researchers in particular typically participate in various professional conferences

and seminars, but other employees naturally also participate in courses and conferences. NILU does not have available statistics on which employees have participated in conferences, seminars and courses. However, based on the balanced competence profile, we have little reason to believe that there is discrimination in connection with competence development measures.

The job structure and promotion within it are described in, and part of, our salary policy. There are clear academic parameters for the different job categories. All promotions are assessed by a committee consisting of representatives from the union representatives and management. In 2024, 6 women and 7 men applied for promotion. All applications, with one exception, were granted.

NILU has Norwegian as its working language, but both our intranet and our internal guidelines are available in both Norwegian and English. Since New Year 2024, NILU has offered training in Norwegian, during working hours and paid by NILU, to employees who want this. We consider this to be an important competence development measure to strengthen the integration of employees with a different mother tongue.

Facilitation and the opportunity to combine work and family life

For many years, NILU has had a flexitime scheme, agreements for home office arrangements as well as welfare leave for parents of young children and senior employees over the age of 62. We have also shown great acceptance of requests for a reduced FTE percentage due to care needs, for example for care of young children and for close family. NILU feels that the schemes are used and appreciated by the employees.

Work against harassment, sexual harassment and gender-based violence

NILU has clear guidelines related to the prevention of bullying and harassment in a work context. At NILU, any form of bullying, harassment, discrimination or harassment is not accepted. None of our employees, contractors or business associates shall be subjected to behaviour that is perceived as threatening or degrading.

We want an inclusive work culture, where we recognize and value that all people are unique and valuable. The individual must be respected for his or her individual abilities and personality. All our employees are responsible for ensuring behaviour based on mutual respect. We make active use of our guidelines for the prevention of bullying and harassment. Cases that come up are dealt with by the safety representative/management/HR and taken seriously.

Statistics

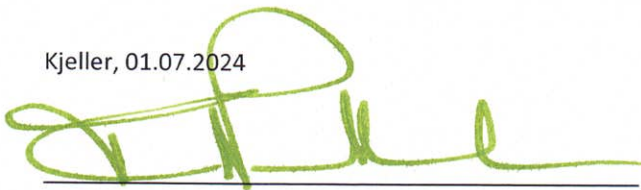
189 employees as of 01.07.2024.

Gender balance		Temporary employees		Parental leave		Actual part-time	
Percentage of all employees		Percentage of all employees		Number		Percentage of all employees	
Women	Men	Women	Men	Women	Men	Women	Men
50%	50%	1%	3 %	3	6	7%	6 %

Action plan 2024-2025

The action plan has been prepared on the basis of the above status and overall goals for gender equality and against discrimination. The action plan has been prepared together with representatives of the trade unions to meet the main goals and sub-goals within the specified period.

Kjeller, 01.07.2024

A handwritten signature in green ink, consisting of several loops and a long horizontal stroke at the end, positioned above a thin black horizontal line.

Tomas Eric Nordlander

CEO

Staff area The list is not exhaustive.	Background for measures What did the survey reveal about the risks of discrimination and obstacles to gender equality? Is the measure linked to one or more grounds for discrimination?	Description of measures What measures have been taken?	Measure the measures How will the measures contribute to gender equality? How to measure success?	Responsible Who is responsible for following up and implementing various measures?	Deadline /Status Postponed, started or finished?
--	---	--	---	--	--

Recruitment

After feedback from new employees, we see a need for follow-up of employees after start-up. There is a desire for follow-up from HR and immediate manager after 6 and 12 months.

HR follows up on whether the employee has been to a follow-up meeting 6 and 12 months after employment via the digital onboarding process.

More follow-up leads to a more uniform introduction to working life at NILU by setting more standardized measures for the various tasks that the employee must go through during the onboarding process.

HR must implement this in the digital onboarding process and follow up if the process has not been completed.

31.12.2024

Many new hires do not have a social network when they are hired. NILU wants to make more arrangements for this.

NILU can facilitate more social activity and interaction in the working day.

Establishing a social network in the workplace will contribute to better integration of all new employees – both those who move here from abroad and those who already live here.

The new employee's buddy, together with the immediate manager, is responsible for helping to establish a social network in the workplace for the new employee

31.12.2024

Staff area The list is not exhaustive.	Background for measures What did the survey reveal about the risks of discrimination and obstacles to gender equality? Is the measure linked to one or more grounds for discrimination?	Description of measures What measures have been taken?	Measure the measures How will the measures contribute to gender equality? How to measure success?	Responsible Who is responsible for following up and implementing various measures?	Deadline /Status Deadline? Postponed, started or finished?
--	---	--	---	--	--

NILU must comply with the Export Control Regulations. This can have an unfortunate impact on our recruitment processes and can lead to uncertainty among employees.

We want to be transparent in our work to comply with the export control regulations.

The recruitment process shall not be unnecessarily affected by our compliance with the Export Control Regulations.

HR is responsible for implementing and informing about NILU's guidelines regarding the export control regulations

30.06.2025

Competence and development opportunities

At NILU, English is the language of the meeting where there are some English-speaking colleagues. This can be a hindrance for those who are not so good at English.

Provide English training for those employees who are not confident enough in English, so that everyone has an equal opportunity to acquire information.

Everyone will have the same starting point for understanding and using English as a working language in their working day.

HR is responsible for implementing the measure. The employees are responsible for accepting the offer and reporting the need for English training.

30.06.2025

Salary and working conditions

Pay differences between women and men exist within some job categories

NILU will continue to focus on this both in hiring and in annual salary negotiations.

NILU should not have unjustified pay differences between women and men.

Line management, and HR

30.06.2024

Staff area The list is not exhaustive.	Background for measures What did the survey reveal about the risks of discrimination and obstacles to gender equality? Is the measure linked to one or more grounds for discrimination?	Description of measures What measures have been taken?	Measure the measures How will the measures contribute to gender equality? How to measure success?	Responsible Who is responsible for following up and implementing various measures?	Deadline /Status Deadline? Postponed, started or finished?
--	---	--	---	--	--

Facilitation

Upgrading the Quiet Room to establish a place where employees can retreat to, for example, rest, breastfeed or pray.

Upgrade quiet rooms with more features and a nicer atmosphere where everyone can feel welcome

Everyone should feel welcome at NILU, and there should be a place where you can retreat if needed.

HR is responsible for establishing such a space in collaboration with employees who have different needs.

30.06.2025

Opportunity to combine work and family life

(no risks identified)

(no action)

Harassment, sexual harassment and gender-based violence

NILU does not have clear enough guidelines on how to report censurable conditions, harassment or bullying in practical terms.

NILU will establish a digital system for notification and reporting of censurable conditions, harassment, bullying, etc. All policies and processes must be revised.

When the work is completed, all employees must be informed.

NILU wants the process for reporting such conditions to be simple and feel the same for everyone.

HR & Manager

30.06.2025