



HI Iceland. Action-Based Equality Policy.

HI Iceland strives to be an exemplary company, strategically working to achieve equality between the sexes within the organisation, in accordance with Paragraph 18, law on equality and equity no. 10/2008. Staff equality is achieved by:

- Ensuring men and women receive equal pay for equal work.
- Balancing ratio between men and women within workplaces, groups, and departments.
- Enabling staff to coordinate job demands and family life.
- Ensuring even ratio of men and women in management positions.
- Taking equality perspectives into account in strategy work and decision-making.
- Increasing equality awareness amongst staff.
- Not tolerating neither violence nor harassment in the workplace; this includes mental, physical, and sexual violence or harassment.
- By making management responsible for measuring and evaluating the progress of equality work.

Strategy Aims:

- We provide equal pay and equal benefits for the same work or work that has the same value. We work strategically and purposefully when it comes to assessing salaries and benefits, and continue to make procedural improvements to eliminate any sex-related pay gap within the company.
- We respect all, regardless of sex, sexuality, and sexual identity. We aim for more balance between the sexes within different work groups and we seek various means to achieve this goal.
- Flexibility is important at HI Iceland. We try to maintain a balance between job demands and family life to the best of our abilities. Such flexibility depends on the close cooperation and confidentiality between staff and supervisors.
- All communications shall be characterised by tolerance, respect and kindness. HI Iceland does not tolerate bullying, sex-related or sexual harassment, or any other form of violence against staff. Pornography and pornification are not tolerated in the workplace. The workplace shall promote safety and well-being. HI Iceland ensures that services and facilities are not used for human trafficking and/or slavery, or sexual abuse.
- The action plan for gender equality shall be presented in the workplace.
- An Equality Committee shall be formed to serve for two years. The committee shall meet at least on a monthly basis from September to May each year. The action plan for equality shall be continuously developed as with other strategic work. An assessment of salaries, workplaces, and other measurable units stated in the action plan shall be made every two years. The Equality Committee, in collaboration with the Human Resources Manager, collects sex-disaggregated data based on this policy on a yearly basis.

The Equality Policy is in accordance with HI Iceland's Strategic Policy Document from April 2016, which defines the main strategy, philosophy, vision for the future, and values of the organisation. The Equality Policy shall be introduced to staff and be accessible on the organisation's intranet. An action

plan to clearly state the responsibility, implementation, and follow-up has been done in relation to the Equality Policy.

The Equality Policy is revised every two years and the revision shall take into account the assessment of the action plan. Changes to the policy shall be approved by the Board of HI Iceland and introduced to staff.

Approved by the Board of HI Iceland, October 25th 2016.