

## **Equality plan for Uplands Nation**

### **1 Equality policy**

This policy applies to Uplands Nation in Uppsala and has been formed by the board together with the elected Equality person, and thereafter approved by the Landskap. This applies members as well as staff and elected office holders at the Nation, as well as its visitors. The policy includes all arrangements that are arranged by the Nation, the persons representing the Nation as well as all activities within the Nation house. This policy states that the Nation's activities shall be imprinted by equality.

Members, staff, elected office holders and visitors that does not respect this policy can be denied continued participation in the Nation's activities.

#### **1.2 General purpose**

Uplands Nation is an important meeting place for students at Uppsala University as well as students at other universities and higher education in Uppsala. The Nation shall be a place where everyone feels welcome, appreciated and given opportunity to participate in the activities on the same conditions. The Nation shall therefor work towards being an open and welcoming meeting place that enables people from different social and cultural backgrounds to meet.

The environment at the Nation shall be free from all forms of discrimination and be imprinted by an active approach against the attitudes that creates or continues inequality regarding members, staff, office holders and visitors. This is something that shall be incorporated in all parts of the Nation and that all active members shall strive towards achieving, especially the persons who are responsible for different areas and activities.

The Nation conducts its work for equality in its outgoing activities towards members and visitors, as well as internally where the Nation has the function of a workplace.

#### **1.3 General principles**

- Uplands Nation shall work towards achieving a work climate that is equal for all. The Nation strives toward an even distribution between sexes as well as equal opportunities to work and participate, regardless of background. Individuals shall receive equal pay for equal work. All places, methods, organisations and conditions regarding work shall be arranged in a way that they are possible for both women, men and non-binaries to accomplish.
- Uplands Nation shall strive towards that no member, staff, elected office holder or visitors rights, obligations and opportunities or general well-being are restricted on the grounds of ethnicity, religion or other belief, age, gender, gender identity, sexual orientation or disability. The Nation shall also strive towards that all members treat each other with respect and helps create a nice and open atmosphere.
- All nation members shall have the possibility to access important information and regulations regarding the Nation and its activities. Important information that is sent out to the members of the Nation shall be accessible in both English and Swedish.
- The Nation shall continuously work to strengthen equality on both long and short term.
- Uplands Nation shall have as a goal to have an even distribution between genders on the elected offices and levels within the organisation, as well as enable students that does not speak Swedish to become active on equal terms in the Nation. The Nation shall have equal work and recruiting possibilities for women, men and non-binaries when appointing office holders.
- The Nation's activities shall be free from sexual harassment, discrimination or any other kind of offensive treatment stemming from the grounds of ethnicity, religion or other belief, age, gender, gender identity, sexual orientation or disability.

## Translation of the equality plan

- Traditions, dinner- and party-activities shall not necessarily be imprinted by the old divisions of men and women at the table. Visitors shall as far as possible be placed with the person the visitor wishes to be seated with. Dress codes shall be formulated in a way that does not discriminate against persons with transgender identity or expression.

A tool to achieve these goals are Uplands Nation's equality plan that has Diskrimineringslagen (2008:567) as well as this policy as background.

### 1.4 Accessibility

Uplands Nation is today not at all accessible for people with different types of mobility restrictions. You can only enter the building, as well as move between floors, through stairs. There's no hearing aids or special lighting installed, to mention a few things that's missing. There's no accessible toilets either. The Nation should in the long term strive towards increasing the accessibility of the building.

- The Nation shall, through the Property board, continuously look at possibilities to improved accessibility for people with disabilities. This shall be taken into account when larger projects on the building are planned. This is a big issue that needs work on the long term.
- Obstacles/encumbrances that can be change with small measures, such as anti-slip underlays, shall be rectified continuously under the lead of the Second curator, with help of handymen when so required.

### 1.5 Responsibilities

Every part of the Nation as well as the office holders have responsibility to counteract discrimination within their area of activities at the Nation. The overall responsibility for the equality plan lies with the board. The First curator is outmost responsible for carrying out the plan, as well as informing the club workers office, members, workers as well as office holders.

The First curator is responsible for:

- Follow up occurrences that has been reported as well as start investigations regarding cases of discrimination, harassment and other offensive treatment within three work days;
- Inform Inspector, Nation Chaplain and equality officer about all reported events;
- Making sure that an Equality officer is elected each year;
- That information about the equality plan will be given at least once per semester;
- That when asked, be the contact person for issues regarding accessibility, equality and other related issues that involves the Nation's activities, as well as
- Make sure that the contents of this policy is always available for the members of the Nation.

The Equality officer is responsible for overseeing the work towards equality, as well as assist the First curator and other curators, Nation chaplain and Inspector in the above-mentioned tasks. The mandate of the Equality officer is regulated in the post description.

The Equality officer is responsible for

- Attaining and spreading knowledge about issues related to equality;
- Actively work for that the Nation's Equality plan is established with the members of the Nation, used and revised as needed;
- Inform the members of the Nation about the work for equality;
- Continuously inform the Inspector, Nation chaplain and curators about the work for equality;
- Assist the Inspector, Nation chaplain and curators with issues and reported cases of discrimination and harassment;
- Together with the First curator, once per semester evaluate the equality work;

## Translation of the equality plan

- That once per year, go through the plan for equality together with the curators and update it when so deemed needed and in accordance with the current laws, as well as come with suggestions of actual improvements; as well as
- Not share information without consent.

The Curators convent and Uppsala student union can assist the First curator and the Equality officer through consultations, resources, support and lectures about equality and discrimination.

### 1.6 Definitions

The following definitions are based on Diskrimineringslagen (2008:567), chapter 1:4-5. Updated up until SFS 2016:828.

With discrimination, the Discrimination law means:

1. *Direct discrimination*: when someone is disadvantaged because of being treated worse than someone else is being treated, have been treated or would be treated in a similar situation, if the disadvantage is related to gender, gender identity or expression, ethnic belonging, religion or other beliefs, disabilities, sexual orientation or age,
2. *Indirect discrimination*: when someone is disadvantaged through implementation of a rule, a criteria or a course of action that appears to be neutral but that can result in disadvantages for a person with a specific gender, gender identity or expression, ethnic belonging, religion or other beliefs, disabilities, sexual orientation or age, if the implementation of a rule, a criteria or a course of action has a legitimate purpose and the actions are suitable and necessary to achieve this purpose,
3. *Lacking accessibility*: when a person with a disability is at a disadvantage because measures for accessibility has not been taken to make that person end up in a situation that is equal to persons without this disability, that are reasonable in comparison to what is required by law and other regulations, and with regards to economical and practical prerequisites, permanence and scope of the circumstances or contact between the operator and the individual, as well as other circumstances of importance.
4. *Harassments*: a behaviour that infringes on someone's dignity and that is connected to any of the grounds of discrimination gender, gender identity or expression, ethnic belonging, religion or other beliefs, disabilities, sexual orientation or age,
5. *Sexual harassment*: a behaviour of sexual nature that infringes on someone's dignity,
6. *Instructions to discriminate*: commands or instructions to discriminate someone in any of the ways mentioned in 1 – 5 and that is given to someone that is in a position that should obey or otherwise dependent on the person that gives the command or instruction or that have agreed to complete a task for the person giving the order or instruction.

The Discrimination law defines with

1. *Gender*: male or female.
2. *Gender identity or expression*: when someone does not identify as male or female or in other ways such as dressing gives expression to belonging to another gender,
3. *Ethnic belonging*: national or ethnic origins, skin colour or other similar factors,
4. *Disability*: lasting physical, psychological or **BEGÅVNINGSMÄSSIGA** limitations of a persons abilities, that because of an injury or sickness at birth, have risen or that can be expected to arise,
5. *Sexual orientation*: homosexual, bisexual or heterosexual, and
6. *Age*: achieved length of life.

A person that intends to change, or have changed, his or hers gender identity, is also comprised by the discrimination ground gender.

## **2. Action plan in case of discrimination**

### **2.1 Introduction**

The purpose of this action plan is to be of assistance for staff and other persons in case of discrimination that happens in connection to the Nation and its activities. The idea is that the plan, with clear routines, shall make sure that the Nation can act quickly and in the right way if or when discrimination occurs. Since several of the Nation's activities includes alcohol, a part of the plan is especially focused on sexual harassment in clubs, pub and rental environment shall be treated. It is of uttermost importance that all guests and exposed persons get the same treatment regardless of where they turn.

Since Uplands Nation is a non-profit student organisation, that exists for the Nation members and is dependant on voluntary involvement, it is important to us that all active people, members and guests feel comfortable at the Nation and continue to be involved and visit the Nation.

Discrimination, not least in the form of sexual harassment, is unfortunately occurring in the types of activities that the Nation conducts. Uplands Nation's considers discrimination to be an illegal act that is completely unacceptable.

### **2.2 Definition of discrimination**

Discrimination includes direct discrimination, indirect discrimination, harassment, sexual harassment as well as instructions to discriminate.

### **2.3 General principles**

When someone feels harassed or discriminated, or discovers that someone else has been harassed or discriminated within the Nation's activities or by representatives of the Nation, the person can first contact the First curator.

The First curator shall in case of discrimination

1. Be available and assist the discriminated person, first and foremost by informing about who to turn to.
2. Not discuss the information with anyone else without the persons consent.

### **2.4 Action plan in case of reported issue**

When sexual harassment is reported, the following measures shall be taken:

Take the person concerned to a calmer and safer environment, ask for the persons name and explain that he or she will get to talk with the person responsible for the evening (for example the club master). Contact the one in charge and leave the errand to this person. The one in charge shall then take the following steps:

1. Try to get a clear description of what happened (when, where, how?)
2. Take the names and/or description of everyone involved in the course of event.
3. Explain that any sanctions will be taken in consultation with the guards.
4. Ask the person if he or she wants to take the issue further than the sanctions of the person in charge and the security guards. Ask the person concerned if they want feedback, in which case you ask for their contact details.
5. Inform the person about the action plan and that the person can report the incident as well as write to [lq@uplandsnation.se](mailto:lq@uplandsnation.se) for further contact.
6. Ask if there's anything else the person needs (for example a glass of water, help to find their friends again or help with calling a cab).
7. If needed, contact the guard and ask what is appropriate measure against the misconduct, such as give a warning or being asked to leave. Decisions that goes further, such as not being allowed to come back to the Nation, can only be made by the curators.
8. Write an incident report according to appendix B about what has happened.

## Translation of the equality plan

Things to think about when talking to a person who has been subject to discrimination or harassment (this is something that everyone who works with activities where these kind of situations can occur should know about):

- Speak calmly and listen to the person.
- Make the person feel like nothing is too big or too small to be brought up.
- What matters is how the person have experienced the situation, not the harasser's motives.
- Decisions about direct consequences such as a warning or leaving the premises shall be taken together with the guards and the person in charge of the activity. Other measures shall be decided by the curators.
- Make the person feel safe by showing that you take the matter seriously and that you are fully focused on the person.
- Inform the person that feedback does not necessarily need to be drastic or lead to bigger measures. The most important thing is that you are there for the person, that there is a channel to use and that we care about the persons well-being.

Make sure that the person feels safe before leaving them alone again. Think about regarding the individuals personal integrity. Report the incident to the curators so that they, if needed, can take the information further.

The action plan is based on Stockoholm's Nation's action plan for sexual harassment.

### **2.5 Investigation at reports or presence of harassment or discrimination**

An investigation shall be conducted in the following manner:

1. The First curator shall receive all reports about incidents. The incident shall thereafter be placed in a register to enable it to be a basis for the Nation's equality work. After that, the First curator decide if it is possible to further investigate the issue.
2. The First curator or **elected person** in consultation with the First curator, shall sit down with the person accused of discrimination or harassment. The issue shall be handled and investigated quickly, seriously and discreet. If the person comes with a reasonable explanation and promise to change their conduct, as well as the First curator, Equality officer and the victim are happy with that response, the issue will be **depreciated**.
3. If the First curator or Equality officer considers the conduct to be of especially serious nature, the issue shall be put forward to the board of the Nation. If it is suspected that a crime has been committed, the First curator shall suggest that a formal report to the police shall be made as well as making sure that the victim gets appropriate help with this.
4. During the investigation, the **person** has the right to speak in front of the board.
5. The board can after these measures decide on whether a warning or temporary suspension from the Nation's activities in accordance with the Nation's statutes, 1:9.
6. The First curator shall together with the Equality officer make sure that the event is followed up properly and construct preventive measures so that similar incidents can be avoided in the future.
7. The First curator, the Equality officer and the board shall take person who has been subject to the negative treatment seriously and offer necessary support to that person. When needed, the Nation can ask for help from the Kuratorskonventet's ombud for discrimination.
8. The person that has brought up the misconduct can under no circumstances be subjected to reprisals or discriminative actions because of their report.

If someone feels harassed or discriminated by someone from the curators office, bt the Equality officer or in the specific case lacks confidence for these persons, the person can contact the Inspector or Nation chaplain, who in that case will take care of the investigation. It is also possible to turn to the

## Translation of the equality plan

Kuratorskonventet's ombud for discrimination, or other supportive instances. If the First curator considers her- or himself to partial, they can delegate the issue to the Inspector or Nation chaplain.

While conducting the investigation, the curators, Equality officer, Inspector, Nation chaplain and the board of the Nation can ask for help from the Kuratorskonventet's or Uppsala student union's ombud for discrimination.

### **2.6 Responsibility**

The First curator shall

- That the Nation's full timers, office holders and club workers are informed about this action plan at the start of each semester.
- That a copy of the action plan is available on the Nation's noticeboard and webpage.

**Appendix A: concrete measures**

- The Nation, through the Equality officer, shall make sure that the people working, full timers as well as club workers and office holders discuss and reflect about discrimination, to be given tools to see and counteract discrimination and exclusion in concrete everyday situations.
- The Nation, through the curators, shall have clear and easily accessible descriptions of the Nation's different offices and how to apply for them as well as how to act if you want to work at the Nation.
- The Nation, through the curators, shall have information about discrimination, harassment and equal treatment, as well as how to act if someone experiences it. It should be easily accessible in both Swedish and English.
- The Nation, through curators and the Equality officer, shall keep statistics regarding the gender balance and the amount of international students. This shall be updated each semester and be made available for the members of the Nation. Statistics enables changes over time to be noted which also makes it possible to see if norms are created for the active people.
- Educate all responsible staff as well as guards about what sexual harassment and violations mean as well as make them aware of the equality plan.
- Inform guests about what the climate of the Nation is meant to be, for example by putting up posters and through clear communication about our values.
- Uplands Nation have zero tolerance for sexual harassment. This shall be stated clearly to all guests.

**Appendix B: Incident report for harassment at Uplands Nation**

Person responsible for the report

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Place/ Time/ Date/Activity

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Contact details for the subjected person (if consented )

(victim)

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(witness)

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What happened? (check the correct statement)

- Physical misconduct (groping or sexual advances)
- Verbal violation (comments of sexual nature)
- Verbal violation
- Violence against office holder
- Violence against guest
- Other misconduct



## Translation of the equality plan

Sequence of events (describe to the best of your abilities)

## Translation of the equality plan

Taken measures/sanctions:

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Made by:

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Follow-up/Taken part of this:

Curator \_\_\_\_\_

Date: .....