

POLICY/GUIDELINE
PROCEDURE
SUPPORTING DOCUMENT

POLICY - DIVERSITY, INCLUSION, AND BELONGING (DIB)

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Purpose

These guidelines are intended to ensure that Save the Children is an inclusive and diverse organisation where everyone feels a sense of belonging, feels safe and that they can be themselves fully. Save the Children believes that an inclusive organisation is an effective and sustainable organisation.

Responsibility

These guidelines apply to everyone in Save the Children – managers, employees, partners, members, union representatives and volunteers. The guidelines supplement Save the Children's ethical guidelines.

The management team and HR have a special responsibility to promote and follow up these guidelines. At the same time, everyone in Save the Children has a responsibility to contribute to an inclusive working environment and a culture characterised by respect, equality and belonging.

Description

Save the Children Norway has zero tolerance for discrimination and harassment. We work continuously to strengthen diversity, inclusion and belonging in the organisation and follow developments in this area closely.

Definition of diversity

Save the Children Norway sees diversity as a complex community of differences. These differences include, among other things, age, gender, disability, ethnicity, religion, beliefs, political and other beliefs, cultural background, language, social background, sexual orientation, education, experience and competence. Diversity is both about differences between people and the different experiences, perspectives and resources each individual brings to the organisation.

Obligations

1. An inclusive culture that belongs to everyone

Save the Children wants to be a good and inclusive place to work for both current and future employees. Therefore, everyone, regardless of their role or where in the world they are, has a shared responsibility to promote an inclusive culture where everyone feels valued and respected.

At Save the Children, all employees must be treated with respect and dignity, and they must be able to work in an environment free from fear, threats, intolerance and prejudice. All employees have a duty to treat each other with respect and safeguard the fundamental rights of each individual. Save the Children must be a workplace where all employees feel that they belong, are seen and valued, and have the opportunity to contribute with their perspectives and experiences. Save the Children Norway has zero tolerance for all forms of discrimination.

2. Fair and equal treatment

Save the Children Norway shall make decisions on an objective and factual basis. This is particularly relevant in HR processes such as recruitment, promotion, employee development, compensation, facilitation, layoffs and the opportunity to combine work, family life and leisure time.

We recognise that all people have implicit or unconscious biases. We therefore work actively to raise awareness of such prejudices and challenge them when they influence our assessments and decisions. Through conscious leadership choices and inclusive processes, we will ensure that everyone is treated fairly and equally. At the same time, we recognise that people have different conditions and needs. Equal treatment therefore does not necessarily mean equal treatment, but that

everyone is given real opportunities to succeed and contribute.

3. A diverse workforce

Save the Children Norway will be an organisation that attracts, develops and retains a diverse workforce. We want the organisation to reflect the communities in which we work, across the dimensions of our definition of diversity and at all levels of the organisation. We therefore emphasise diversity in recruitment and selection processes to contribute to balanced and inclusive teams. At the same time, we will always hire the best qualified candidate. By this we mean people who have the relevant skills for the position, demonstrate the desired attitude and behaviour, and have a strong commitment to Save the Children's values and social mission.

Audit history

Date	Change
August 2022	Første godkjenning av DEI policy
September 2026	Changes include linguistic adjustments and clarifications to make the guidelines clearer, updated according to the title change and with less repetition, and that the document has been added to a new template