

Equality Policy 2025-2028

Guiding Principles:

We strive to be a desirable workplace where gender equality and equal opportunities are upheld in all aspects, ensuring that individuals of all genders have equal opportunities to utilize their abilities and develop their talents.

Objectives:

Our current Gender Equality Plan is detailed below. The plan applies to all operations of SBA-Norðurleið.

The plan defines objectives, outlines the current status, and includes goals, actions, responsibilities, and a timeline. The goals are structured to be measurable, compliant with legal requirements, and subject to review and evaluation by senior management. Additionally, consideration is given to whether the goals should be revised, supporting the effectiveness of the gender equality plan and the philosophy of continuous improvement.

The office manager, along with other managers and employees of SBA-Norðurleið, may propose revisions and changes to the gender equality plan.

The CEO is responsible for ensuring that the objectives are followed and achieved. All managers are committed to supporting the actions necessary to meet these goals.

SBA-Norðurleið is responsible for monitoring the progress of all objectives, identifying any obstacles to their realization within the planned timeframe, and compiling results for review. When preparing and reviewing the gender equality plan, all objectives must be assessed, new objectives set, and improvement actions specified and scheduled.

This gender equality plan is valid from the date of issuance until the next review, following approval by the Gender Equality Agency.

Current Equal Pay Objectives:

Objective	Actions	Responsibility	Timeline
<p>Ensure that men, women, and individuals with non-binary gender registration in the national registry receive equal pay and benefits for the same or equally valuable work. Obtain equal pay certification.</p>	<ol style="list-style-type: none"> 1. Establish an equal pay policy and communicate it to employees 2. Analyze employee salaries and benefits to identify any gender pay gaps. 3. Pass an equal pay audit. 	<p>Operations/Office Manager</p> <p>Operations/Office Manager</p> <p>Operations/Office Manager</p>	<p>Completed by February 2025</p> <p>Completed by February 2025</p> <p>Completed by February 2026</p>
<p>Ensure that job openings at the company are accessible to all genders.</p> <p>Ensure that job training, continuing education, and lifelong learning are accessible to all genders.</p>	<ol style="list-style-type: none"> 1. Compile gender distribution statistics for all workgroups. 2. Prepare gender-based summaries of advertised positions, applicants, and hires. 3. Encourage all genders to apply for open positions. 4. Annual analysis of gender participation in similar positions in continuing education and job training. 5. Investigate the reasons for any gender-based differences in employee participation in continuing education and job training. 	<p>Operations/Office Manager</p> <p>Operations/Office Manager</p> <p>Operations/Office Manager</p> <p>Operations/Office Manager</p> <p>Operations/Office Manager</p>	<p>Completed annually in February.</p> <p>Completed annually in February.</p> <p>When a job is advertised as open for applications.</p> <p>Completed annually in April.</p> <p>Completed annually in May.</p>
<p>Establish a family-friendly workplace. Implement a system for flexible and predictable working hours. Ensure both parents utilize their rights regarding parental leave and sick leave for children.</p>	<ol style="list-style-type: none"> 1. Inform employees about company policies on work-life balance. 2. Educate employees, particularly expectant parents, on their rights and obligations regarding parental leave. 	<p>Operations/Office Manager</p> <p>Operations/Office Manager</p>	<p>Awareness campaigns conducted annually in November.</p> <p>Awareness campaigns conducted annually in November.</p>
<p>Prevent gender-based violence, harassment, and sexual harassment in the workplace Prevention and response plan addressing gender-based violence, gender-based harassment, and sexual harassment is in place for the workplace.</p>	<ol style="list-style-type: none"> 1. Educate employees about gender-based violence, harassment, and sexual harassment. 2. Develop a prevention and response plan and communicate it to all employees. 	<p>Operations/Office Manager</p> <p>Operations/Office Manager</p>	<p>Completed by November 2025.</p> <p>Completed by November 2025.</p>

<p>Ensure the gender equality plan achieves its intended results.</p> <p>The gender equality plan is in continuous development, like other strategic policies.</p> <p>The gender equality plan is reviewed and updated.</p>	<ol style="list-style-type: none"> 1. Conduct employee surveys regarding gender equality initiatives. 2. Review project status with management. 3. Develop a revised gender equality plan based on experience, project outcomes, and survey results. 	<p>Operations/Office Manager</p> <p>Operations/Office Manager</p> <p>Operations/Office Manager</p>	<p>Completed every two years in November.</p> <p>Completed two months before the expiration of the current plan.</p> <p>Completed two months before the expiration of the current plan.</p>
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Legal References:

All referenced articles pertain to Act No. 150/2020 on Equal Status and Equal Rights of Genders.

Definitions from Article 2 of the Act on Equal Status and Equal Rights of Genders (No. 150/2020):

Gender-based harassment: Behavior related to a person’s gender that aims to or results in violating their dignity and creating an intimidating, hostile, degrading, humiliating, or offensive environment.

Sexual harassment: Any sexual behavior that aims to or results in violating a person’s dignity, particularly when it leads to an intimidating, hostile, degrading, humiliating, or offensive environment. This behavior can be verbal, symbolic, and/or physical.

Gender-based violence: Violence based on gender that leads to or could lead to physical, sexual, or psychological harm or suffering, including threats of such acts, coercion, or arbitrary deprivation of liberty, whether in private or public life.