



## **Action Plan 2024: Equal Treatment and Opportunity**

### **Organization**

The department has formed a working group consisting of six members working with matters related to equal treatment and opportunity. The group includes one equal treatment and opportunity representatives (HR manager) one principal researcher/GUA, one senior research specialist/director of doctoral education, one postdoc representative, one student representative and the doctoral education administrator/communications officer.

### **Objective 1: Increase knowledge among staff and students about equal treatment and opportunities**

#### **Actions:**

- Provide contact information on whom to turn to if individuals feel harassed, discriminated or treated inappropriately. Information will be published at the department's websites, and will also be discussed during departmental meetings, breakfast meetings and other gatherings. Information handouts will be provided to students and staff at introduction – the handouts will specifically stress the importance of seeking help if harassment occurs. *We have a zero tolerance policy regarding harassment and discrimination!*  
**Responsible:** HR manager, assisted by the members of the working group.
- An introductory meeting is held for newly admitted PhD students, during which information on equal treatment and opportunity will be provided. The PhD student is given the opportunity to raise questions about the subject to the director of PhD studies, the doctoral education administrator and the PhD representatives.  
**Responsible:** Director of PhD studies. Additionally, each individual is responsible for his/her share of the introduction.
- Equal Opportunities work at KI includes the promotion of equal rights and obligations, as well as elimination of all forms of discrimination, harassment, discriminatory abuse and exclusion. This means in practice that everyone at KI should treat all others with respect and promote a safe and inclusive work and study environment.

Knowledge regarding discrimination and equal opportunities is important and we recommend taking this 1h web-course on Canvas:

<https://ki.eu-west.catalog.canvaslms.com/courses/equal-opportunities-at-ki>



- Ensure that all information on equal treatment and opportunity is available both in Swedish and English on the department's websites.  
**Responsible:** Communications officer

## **Objective 2: A positive psychosocial work environment**

### **Actions:**

- Organize social gatherings with the aim to increase interaction and contribute to a safer work environment. Examples of such events: the annual kick-off, the department party and breakfast meetings.  
**Responsible:** Doctoral education administrator (kick-off), HR administrator (department party and breakfast meetings).
- During performance management dialogues, the Head of the Department will urge group leaders to be alert regarding harassment and discrimination in their respective groups. In such cases, circumstances must be investigated and supplemented by remedial actions. In turn, group leaders and team leaders need to bring up these issues during performance reviews with their employees.  
*We have a zero tolerance policy regarding harassment and discrimination!*  
**Responsible:** Head of department, group leaders and team leaders.
- Increase knowledge and awareness among group leaders and team leaders about the positive effects of good leadership on the psychosocial work environment. Encourage group and team leaders to attend courses and seminars on leadership.  
**Responsible:** Head of department and Head of administration.
- The work with "OncPat Ladies" will continue to support female researchers at the Department.  
**Responsible:** Brinton Seashore-Ludlow

## **Objective 3: Equal pay for equal work at the Department**

### **Actions:**

- Identify funding for all registered PhD students, both Swedish and international. It needs to be ensured that all students are paid in line with KI guidelines.  
**Responsible:** HR manager, assisted by the doctoral education administrator.



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**Action Plan 2024 for Equal Treatment and  
Opportunity at the Dept of Oncology-Pathology**

- Identify gender-based wage differences in the salary review in order to detect, solve and prevent improper differences. I case of new employment salary statistics is considered before wage determination.

**Responsible:** HR manager