

# Helsingkrona Nation's equal treatment policy

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*The English version is translated from the Swedish version of the equal treatment plan. Therefore, the Swedish version has interpretative preference.*

## 1. Equal treatment policy

Helsingkrona Nation is the Nation for everyone. We want to create a climate that encourages diversity. Diversity stimulates our work; expands understanding between colleagues and makes us challenge prejudices and conventions. To have an open atmosphere as a Nation is a prerequisite as to making our members feel welcome. Our work shall be based on respect and recognition of the equal worth of all people. Democratic principles should have precedence throughout our entire organisation and all discrimination and harassment actively prevented. Our equal treatment plan will strive to accomplish this and will act as a guide for the continuous work for equality at Helsingkrona Nation.

Helsingkrona Nation does not tolerate any kind of harassment or discrimination and will strive to make everyone feel secure and welcome at the Nation.

Everyone engaged and visiting the nation is obligated to respect and adhere to the nation's goals and values mentioned in this policy. This entails zero tolerance for discrimination and harassment in accordance with the definitions below. In the case of this policy not being respected, the nation's equal treatment representatives will act in accordance with this policy and the nation's action plan for equal treatment to deal with the case and work preemptively.

## 2. Definitions

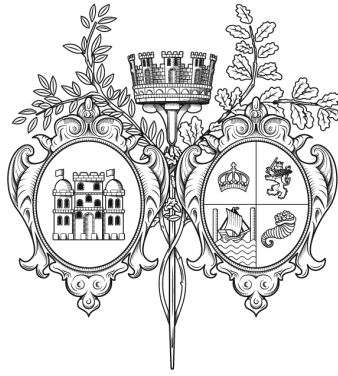
### 2.1 Equal treatment

Equal treatment means that everyone should have the same rights, possibilities and obligations to participate in our organisation. All people should be guaranteed the same possibilities; regardless of their different circumstances in life.

People's situations and needs in life are individual. Every individual is unique and does not represent a whole group.

### 2.2 Discrimination

There are different types of discrimination:



- Direct discrimination: that someone/somebody is disadvantaged by being treated worse than someone else is; has been; or would have been treated in a comparable situation.
- Indirect discrimination: that someone or a group is disadvantaged by an enforcement of a decision, a criteria or a process that seems to be neutral but can in the future create disadvantage for someone or a certain group. This applies unless the decision, the criteria or the process has a justification purpose and the means that are being used are suitable and necessary to achieve the purpose.

Discrimination can occur on, but is not restricted by, following grounds: ethnic background, disabilities, skin-color, gender, transgender affiliation or expression, nationality, political opinion, position within the Nation, Nation membership, sexuality, socio-economic background, religious beliefs, education, appearance and/or age.

## **2.3 Harassment**

Harassment is all kinds of behaviour that can be perceived as threats, violation, insult or cruel treatment. Harassment can be perceived directly or indirectly.

Harassment can be based on, but not exclusive to, following grounds: ethnicity, disability, skin-color, gender, transgender identity or expression, nationality, political stand, position within the Nation, sexuality, socio-economic background, religion, education, appearance and/or age.

Example on harassments:

- To constantly question or oppose a co-worker on grounds that are mentioned above.
- Alcohol baiting.

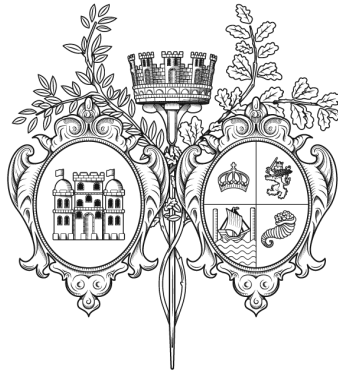
Sexual harassment is harassment based on a sexual nature. It includes physical, verbal and/or non-verbal behaviour that is not welcomed by the recipient. Examples are groping; other kinds of touch with an undertone of sex; or verbal expressions that are perceived as sexual in nature.

## **2.4 Democracy**

Democracy means that the people control the government that controls the people. With democratic principles we refer to every member of Helsingkrona Nation's right to question the organisation. All comments are welcome and we strive to make it as easy as possible for our members to give input.

# **3. Extent and application**

This equal treatment policy applies to all of Helsingkrona's activities/events arranged by foremen and trustees, at or outside of our facilities.



The policy of equal treatment and the nation's action plan for equal treatment are control documents and shall be used in the ongoing work with equal treatment as a planning-, following-up- and internal revision instrument.

## 4. Responsibilities

Within Helsingkrona Nation all members have different responsibilities to ensure that our equal treatment work is ongoing.

Our board (also known as seniorskollegium) are responsible for:

- Formation and revision of the equal treatment policy.
- Formation and revision of the action plan for equal treatment.
- Formation and revision of the nation's anonymous contact form
- The coordination and follow-up of the equal treatment questions that works within the Nation's operation.
- Making sure there are at least two equal treatment representatives.
- Making sure that this policy is accessible for all our members.

The kuratel are together with the board responsible for:

- That all foremen are informed about the equal treatment policy and the anonymous contact form.
- Make sure that equal treatment questions are managed.

The kuratel are responsible for:

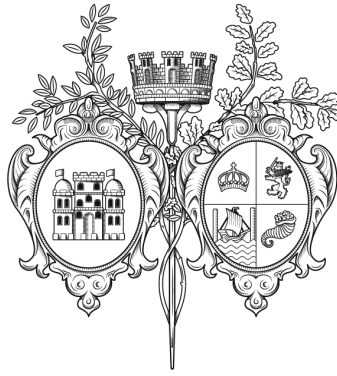
- All equal treatment work to be integrate in the Nation's operation.
- Execute any actions in the work of equal treatment.

Helsingkrona Nation's foremen are responsible for:

- Incorporating equal treatment work in their activities regarding the Nation. This is to be done in relation to co-workers and visitors.
- Inform workers about Helsingkrona Nation's values and the content of this policy.
- Inform the kuratel and/or the equal treatment representatives regarding recurring problems.

Every single co-worker is responsible for:

- To comply the Nation's equal treatment work by preventing discrimination and harassment in the Nation's operation.



## 5. Goals and preventive work

Helsingkrona Nation's prime goal is that everyone should feel safe and welcome to the Nation and that no one should experience discrimination or harassment. To achieve this goal, we work actively with the following milestones:

- Everyone working at the nation shall be informed about our policy
- Everyone shall have easy access to the nation's equal treatment policy.
- All foremen shall be informed about the existence of our course of action plan for equal treatment.
- All members and foremen shall be informed about the existence of the nation's anonymous contact form.
- Everyone working at the nation shall work based on our equal treatment policy.
- Incidents should never occur where foremen, co-workers or visitors feel discriminated against or offended.
- If there is an incident, all foremen shall know how to handle it. This information can be found in the nation's course of action plan for equal treatment

To achieve the goals mentioned above, following actions has to be conducted:

- In the beginning of every semester all foremen and entrance hosts shall be informed about our equal treatment policy and the anonymous contact form.
- The equal treatment policy and the anonymous contact form shall be accessible on the Nation's webpage and in our facilities.

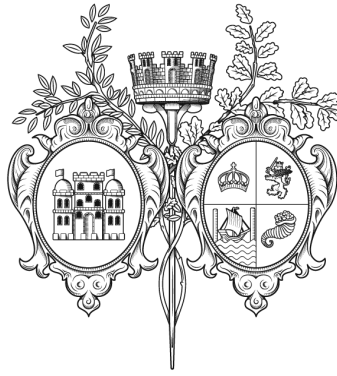
In order to achieve the goals above, the equal treatment representatives should offer education to all foremen as well as raise issues within the subject and stimulate discussion through, for example, workshops.

## 6. If you experience discrimination or harassment

If you experience or have experienced discrimination or harassment, please contact the Nation. It is of great importance to us to get information if an incident has occurred so we can improve our equal treatment work and prevent further harassments.

Remember it is never your fault if you feel discriminated. It is up to you if, and with whom, you want to. For example:

- Speak directly with the person who exposed you to discrimination or harassment.
- Speak with responsible foreman or the host of the event.



- Speak with our kuratel.
- Send in an anonymous report via the contact form on the nation's website.
- Speak with Helsingkrona's equal treatment group that is a part of Helsingkrona's board.

## Contact information

Kurator

Phone number: 0762-75 75 70

E-mail: [kurator@helsingkrona.se](mailto:kurator@helsingkrona.se)

Prokurator Ekonomi

E-mail: [pqe@helsingkrona.se](mailto:pqe@helsingkrona.se)

Prokurator Social

Phone number: 0762-75 75 72

E-mail: [pqs@helsingkrona.se](mailto:pqs@helsingkrona.se)

Notarie

E-mail: [notarie@helsingkrona.se](mailto:notarie@helsingkrona.se)

Helsingkrona Nation's anonymous contact form:

<https://helsingkrona.se/kontakt-likabehandling>

Helsingkronas Likabehandlingsombud

E-mail: [likabehandling@helsingkrona.se](mailto:likabehandling@helsingkrona.se)

If you feel there is no one at the Nation you wish to confide in; there is two student representatives, LUS Studentombud and the Student chaplain's (Studentprästerna). who works with equal treatment issues and can act as support.

Contact information LUS Studentombud:

Phone number: +46 70-456 66 13

E-mail: [studentombudet@lus.lu.se](mailto:studentombudet@lus.lu.se)

Webpage: <https://www.studentlund.se/kar/studentombud>

Nation representative from the Student chaplain's, Lisa Svensson

Phone number: 046-71 87 36

E-mail: [lisa.k.svensson@svenskakyrkan.se](mailto:lisa.k.svensson@svenskakyrkan.se)

General contact information Student chaplain's:

Phone number: +46-71 87 35

E-mail: [studentprasterna.lund@svenskakyrkan.se](mailto:studentprasterna.lund@svenskakyrkan.se)

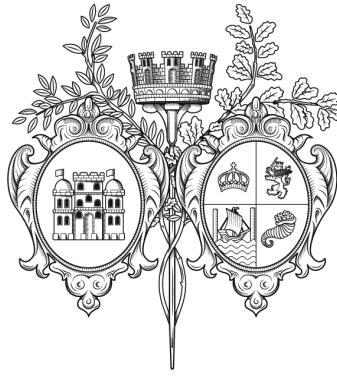
Webpage: <https://lundsdomkyrka.se/larande-motesplatser/studentprasterna/>

Contact information Kvinnojouren Lund:

Phone number: 046-12 19 60

E-mail: [info@kvinnojourenlund.se](mailto:info@kvinnojourenlund.se)

Webpage: <https://kvinnojourenlund.se/>



## 7. Preventive measures at Helsingkrona Nation

### 7.1 Course of action plan regarding cases

Helsingkrona nation's equal treatment representatives act according to a plan adopted by the seniorskollegium. This plan's purpose is to act as a regulatory document surrounding the management of equal treatment cases.

#### 7.1 Preventive measures at Helsingkrona in case of discrimination or harassment:

The board, the inspektorat and the kurator can decide on and execute the following measures:

- Give a warning to the person/persons that caused the situation.
- Remove the foremanship, if it exists, when warnings have been repeated; or due to serious incidents.
- Issue temporary suspensions from the nation's activities

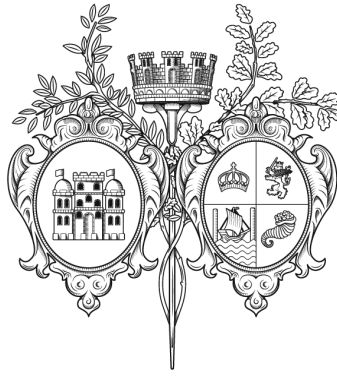
**NOTE!** You should always file a police report in case of discrimination or harassment, the nation cannot act as a party in the process, however the equal treatment representatives can support with it, e.g. helping with contacting the police, how to formulate the report and be someone to talk to throughout the process.

## 8. Sanctions

Helsingkrona's equal treatment representatives act as support for the person that contacted them and only carry on the case if desired. If necessary, the equal treatment representatives can inform the Kurator and inspector of the issue at hand. The work is done on a case-by-case basis and is therefore difficult to concretise exactly how each case proceeds. If it is a matter that should be reported to the police, the equal treatment representatives cannot go in and act as a judicial system to determine whether it is a suspension from the nation.

Temporary suspensions are always issued by the Kurator in consultation with the equal treatment representatives and Inspektor.

If cases have been received several times concerning the same person, or if the case is severe, a person may be temporarily suspended - this after having had discussions with the person for previous cases. If a person has been suspended, the person in question should be welcome back after the suspension.



If the case has been reported to the police and equal treatment representatives has been informed, this is passed on to the Kurator and Inspektor where the person can be temporarily suspended from the nation until the case has been investigated by the police.

## 9. Follow-up

### 9.1 The follow-up of the equal treatment work

The follow-up of Helsingkrona Nation's equal treatment work is conducted according following points:

- Received incident and its management will be evaluated in accordance with the course of action plan.
- A person to person-meeting with foremen regarding the equal treatment plan will be held.
- At every equal treatment education the Nation's work of equal treatment and the educations form and effect will be evaluated.
- At evaluation of the document of equal treatment<sup>1</sup>, the work of equal treatment and its effect shall also be evaluated.
- All members of the kuratel and the equal treatment representatives are required to participate in the "Utbildning i Hantering av Sexuella Trakasserier"(UHST) which is hosted by AFKKLUS.

If you want to improve Helsingkrona Nation's equal treatments work, please send us ideas and comments to: [likabehandling@helsingkrona.se](mailto:likabehandling@helsingkrona.se).

### 9.2 Follow-up; revising the documents

This document is continuously updated regarding facts and contacts information each semester by Helsingkrona's board. Helsingkrona's board evaluates and revises this document once a year. As part of the evaluation, the equal treatment work and its effect will be evaluated.

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<sup>1</sup> Equal treatment policy and course of action plan