



Stockholms
universitet

Institutionen för molekylär biovetenskap,
Wenner-Grens institut

Handlingsplan för lika rättigheter och möjligheter på Institutionen för molekylär biovetenskap, Wenner-Grens institut (MBW) för 2023–2024.

Syfte: Att motverka diskriminering och verka för lika rättigheter och möjligheter på MBW.

Ansvarig: Enligt delegationsordningen men det övergripande ansvaret innehas av prefekten vid MBW.

Områden: Fysisk arbetsmiljö, arbetsklimat, rekrytering och befordran, möjlighet att förena arbete och föräldraskap, studiemiljö, trakasserier, sexuella trakasserier & kränkande särbehandling.

Arbetsätt: Med aktiva åtgärder: undersöka, analysera orsaker, bygga upp och bevara en kultur som bygger på respekt och motverka alla former av trakasserier och kränkande särbehandling.

Undersökningsverktyg: Medarbetarenkäter, direkt dialog med medarbetare, utvecklingssamtal och information om riktlinjer och policydokument gällande såväl den fysiska, psykiska och sociala arbetsmiljön.

Hur uppföljning sker och/eller utfall/resultat: Kontinuerligt i arbetsmiljö- och miljögrupps regelbundna månadsmöten som protokollförs, och vid behov oftare. Resultatet av handlingsplanen analyseras årligen för att omarbetas till ny handlingsplan.

Dokumentation: Sker i arbetsmiljö- och miljögruppens mapp.

Relaterade dokument:

Policy och handlingsplan för lika rättigheter och möjligheter vid Stockholms Universitet:

[Styrdokument och rutiner - Medarbetarwebben \(su.se\)](#)

[Trakasserier, sexuella trakasserier och kränkande särbehandling - Medarbetarwebben \(su.se\)](#)

[Så arbetar du med arbetsmiljö och lika villkor - Medarbetarwebben \(su.se\)](#)

<https://www.su.se/english/education/student-support/your-rights-and-responsibilities/equal-treatment-of-students-1.449671>

<https://www.su.se/staff/organisation-governance/governing-documents-rules-and-regulations/gender-equality-equal-terms-and-broader-recruitment/gender-equality-policy-with-a-summary-of-stockholm-university-s-plan-for-increased-gender-equality-1.584912>

Diskrimineringsombudsmannens checklista för aktiva åtgärder i fyra steg: <https://www.do.se/>

Action Plan for Equal Rights and Opportunities at the Department of Molecular Biosciences, Wenner-Gren Institute (MBW) for 2023-2024.

Purpose: To prevent discrimination and promote equal rights and opportunities at MBW

Responsible: According to the delegation order, but the overall responsibility is held by the head of MBW.

Areas: Physical work environment, work climate, recruitment and promotion, ability to combine work and parenthood, study environment, harassment, sexual harassment & abusive discrimination.

Procedure: With active measures: investigate, analyze causes, build and maintain a culture based on respect, against harassment and abusive discrimination.

Investigation tools: Employee surveys, direct dialogue with employees, development interviews, information on guidelines and policy documents regarding both the physical, psychological and social work environment.

How follow-up is done and / or outcomes / results: Continuously in the Work environment and environmental group's regular monthly meetings, and more often if necessary. The results are documented through an annual written report. The results of the action plan are systematically analyzed to be reworked into a new action plan.

Documentation: The material is documented in the Work environment and environmental group's folder.

Policy and action plan for equal rights and opportunities at Stockholm University:

[Styrdokument och rutiner - Medarbetarwebben \(su.se\)](#)

[Trakasserier, sexuella trakasserier och kränkande särbehandling - Medarbetarwebben \(su.se\)](#)

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The Discrimination Ombudsman's checklist for active actions in four steps <https://www.do.se/>

Areas	Goal	Actions	Activities	Responsible for the execution of activities	When activities should be done	Actions yes/no
Working conditions	To avoid all forms of discrimination, to provide equal opportunities & possibilities for all employees	Keep information about equal rights and opportunities updated with links to relevant SU-documents	Written report deviation	PI Work Environment and environment group, HR-officer	Start latest in Feb	
		Adhere to current policies when recruiting and reassigning working tasks		Group leaders & Managers.	Continuously	
Working environment	To ensure safe work environment for all employees irrespective of gender	Work environment Inspection Risk assessment		Head of Dept, Lab manager and environment group	Yearly When needed	
Combine work with parenthood	promote balance between work, study and private life.	Keep information updated regarding parenting on MBW's website. Find a good communication channel for suggestions and comments.	Meeting to update information	Equal right representative and human resources officers	Continuously	
Harassment and sexual harassment	To prevent harassment and sexual harassment	New employees should be informed about the equality plan for SU and MBW.	Include relevant information in introduction meeting for new employees	Human resource and environmental group	Continuously	
		Keep information updated regarding harassment and sexual harassment at MBW	Update information regarding the handling and follow-up of harassment and sexual harassment at MBW's website.	Environment officer	Continuously	

