

Helsinki España Policies





General Equality, Diversity and Inclusion Policy

1. Purpose / Policy Statement

Helsinki España is committed to fostering a culture of equality, diversity and inclusion in all areas of its work. We aim to create an environment where all individuals, regardless of gender, age, race, ethnicity, religion, sexual orientation, gender identity, disability, socio-economic status, or any other characteristic, are treated with dignity and respect.

This policy underlines our determination to ensure that no one faces discrimination or exclusion, and that everyone involved with the organization feels valued, supported, and included.

2. Scope

This policy applies to all individuals involved with Helsinki España, including but not limited to:

- Employees (permanent and temporary)
- Trainers and external collaborators
- Volunteers and interns
- Board members
- Course participants and programme beneficiaries

It covers all activities and contexts where Helsinki España operates, including national and international trainings, recruitment, partnerships, project implementation, and internal decision-making.



General Equality, Diversity and Inclusion Policy

3. Responsibilities

- Management and the Equality Commission are responsible for the implementation, promotion and monitoring of this policy.
- Supervisors and coordinators are responsible for fostering inclusive practices and responding appropriately to any complaints.
- All individuals involved with Helsinki España are expected to uphold the principles of this policy and contribute to a respectful and inclusive environment.

4. Commitments

Helsinki España is committed to:

- Ensuring equal access to opportunities, roles and responsibilities.
- Providing a workplace and training environment free from discrimination, harassment or victimisation.
- Valuing and respecting the diversity of experiences, perspectives and identities.
- Promoting inclusive language and imagery in all internal and external communications.
- Designing programmes and trainings that reflect our diversity and inclusion values.
- Making reasonable accommodations for people with disabilities or special needs.
- Facilitating intercultural dialogue and participation of underrepresented groups.



General Equality, Diversity and Inclusion Policy

5. Reporting and Complaints

Anyone who experiences or witnesses any form of discrimination, harassment, or exclusion is encouraged to report the issue to the organization's management or Equality Commission.

All complaints will be taken seriously and treated confidentially, with no fear of retaliation. Helsinki España will take appropriate corrective actions in case of policy violations.

6. Monitoring and Review

This policy will be reviewed annually or as needed to ensure it reflects current best practices and the evolving needs of the organization. Feedback from staff, volunteers and partners will be considered as part of the review process.



María Jaén Barandiarán
President
Helsinki España