



HR POLICY IN WWF-NORWAY

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VALUES AND CULTURE

WWF-Norway's vision is to stop the degradation of the planet's natural environment and to build a future in which humans live in harmony with nature.

WWF-Norway is the Norwegian branch of the World Wide Fund for Nature (WWF), we are a national office (NO). We share a common mission, global goals, behaviour, values, marketing guidelines and ethical guidelines (code of conduct). Our conservation work is based on cooperation and inclusion. We use the UN's sustainability goals as a framework.

As a member of an international network, we have always kept a global perspective. The solutions we promote must consider the great inequalities in Norwegian and international society - north versus south, urban versus rural, rich versus poor. We work both in Norway and internationally to support the priorities of our WWF offices worldwide to ensure that we contribute where we can create the most value and environmental results.

WWF's vision of a future where people live in harmony with nature guides us in everything we do. Across the many cultures and individuals who represent WWF, we are united through one vision, one brand, and one set of values: **Courage, Respect, Integrity, Cooperation.**

Based on this, we have some important principles that form the basis for how we work together in WWF, and which culture we value:

- We look for ways to solve challenges and seize opportunities together with others. By working together and learning from each other - both internally and externally - we can achieve more, faster.
- We practice an open-door policy across the organisation.
- We work actively to implement our national and international work to deliver more results.
- We have a collective responsibility to deliver on our entire organisational strategy and coordinate our work to achieve our goals.
- Decisions are made at the level where the best information is available, and authority is delegated so that employees can act on their own.
- WWF is a non-partisan organisation.

Furthermore, we always strive for good internal communication as this is very important for us to achieve our goals. We build internal pride by informing about, and celebrating, our

victories. We will reduce our footprint and promote reduction, reuse, and circularity in the use of resources. We make conscious choices about the technical equipment we use, the food we serve, the "things" we use and how we travel. Our greenhouse gas emissions must be in line with the goal of limiting global warming to 1.5°C. Our office must be energy and resource smart.

In line with WWF's values, way of working, culture and principles for leadership, we want to protect a work environment that is inclusive, developing, and safe. This means that we facilitate a good balance between work and leisure, as well as having established arenas and mechanisms for feedback and alerts.

STRATEGY AND TARGETS

We want flexibility in how we achieve our long-term and annual goals/targets, while ensuring that we work together to achieve these.

Our employees are the driving force behind our work. They must have the space and opportunity to try new approaches, develop new ideas and learn from mistakes to achieve the goals we have set ourselves. We consider competence development to be an important tool in our work and invest in the competence we need to achieve our goals. All employees belong to thematic groups but work interdisciplinary depending on what the work requires.

RECRUITMENT

WWF is a workplace that values diversity, inclusion, and sense of belonging. We strive in all our work to comply with this, which is also reflected in our recruitment routines. We value candidates with different competence, skills, experience, age, gender, level of ability and background, and will consciously continue to build a diverse organisation.

We have open recruitment processes where vacancies are advertised. Furthermore, we have specific criteria when we carry out assessments and selection of both internal and external candidates. We want to make it possible for employees to develop into a new role internally, while at the same time we must also ensure that we add external expertise to the organisation to achieve our goals.

LEADERSHIP

All employees in management roles¹ are bound by the following principles:

- Make choices that benefit the organisation as a whole, and collectively deliver on our strategy.
- Encourage and contribute to collaboration across teams and departments.
- Create results together with your team/department.
- Strengthen and make each team member accountable.
- Encourage innovation, accept mistakes, and learn from both.
- Know each individual, make use of their strengths and help them develop.

WWF will facilitate development for employees in management roles in line with these principles.

COMPETENCE AND CAREER DEVELOPMENT

WWF will use competence development actively and strategically to achieve results. We want to give the individual employee the opportunity to continuously develop both professionally and personally. In order to succeed in this, we strive to have a systematic approach to identify needs and how to ensure the right competence in the future.

In the annual target and development meetings (AIM - Achievement & Impact Management), both competence and career ambitions will be discussed. Specific development goals are set based on the 70- 20-10². learning model. WWF will facilitate both competence and career development and strive to be a learning organisation where lifelong learning is at the centre.

REWARDS

WWF is an environmental organisation with a clear set of values and a non-profit starting point. WWF shall be a professional and good employer for its employees and implement a salary and personnel policy that ensures that the employees perceive WWF as a long-term, safe, and inclusive workplace through various phases of life.

Through its salary policy, WWF strives to find a good balance between valuing competence, education, and experience, as well as recognising good results and added value from the individual.

The purpose of WWF's salary policy is to:

- be a good means for attracting, retaining, and developing employees.
- be one of the leading environmental organisations on salary in addition to be on par with other organisations within the non-profit sector in Norway.
- offer employees rewards in addition to salary in the form of attractive benefits, good pension and insurance schemes, a large degree of flexibility and development.

