

Novo Nordisk Norway AS

Diversity & Inclusion Report 2023 Novo Nordisk Norway AS

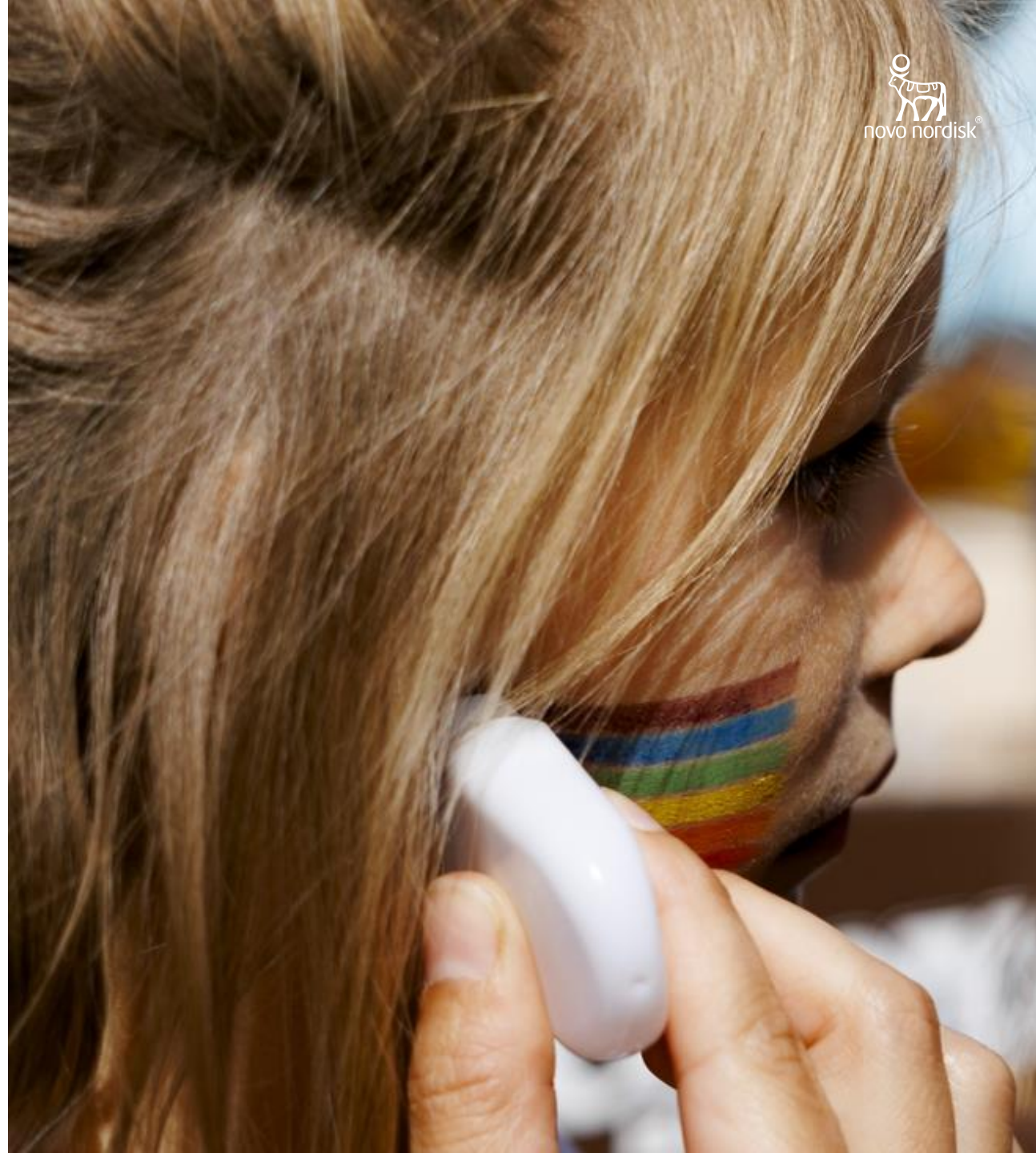




Table of Contents

Table of Content	1
Purpose	2
People	3
Recruitment	4
Salary Decision	5
Facilitation	6
Development	7
Work Life Balance	8

The Purpose of the Report

In Novo Nordisk Norway we work for equality, and against discrimination on the grounds of gender, pregnancy, parental or adoption leave, ethnicity, religion, gender identity, or any combination of these. The purpose of this report is to shed light on how we actively work to prevent discrimination, and to illuminate any potential for improvement.

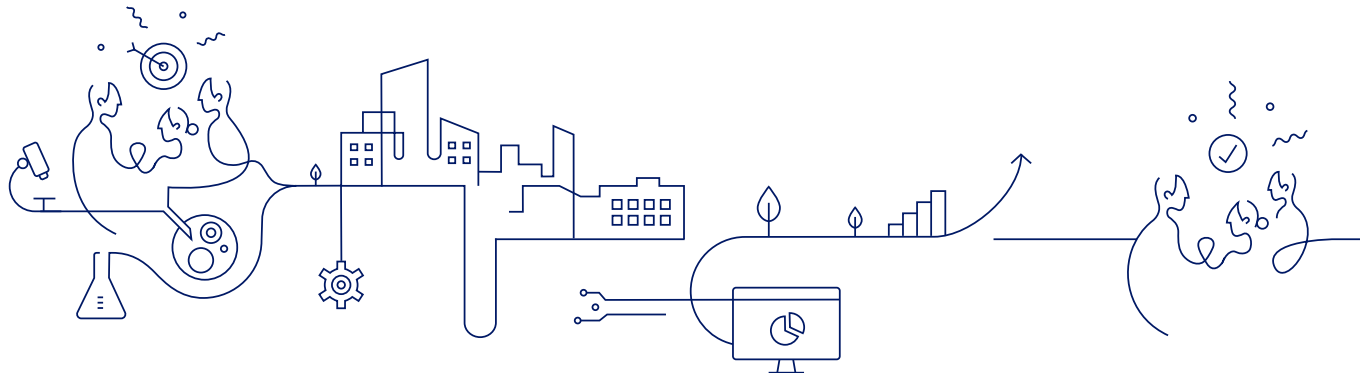
In the Norwegian affiliate, diversity & inclusion are central to our company culture, so we can truly be a sustainable employer.

To read more about our global aspirational targets, you can visit <https://www.novonordisk.com/sustainable-business/esg-portal/principles-positions-and-policies/diversity-inclusion-policy.html>

Assessment

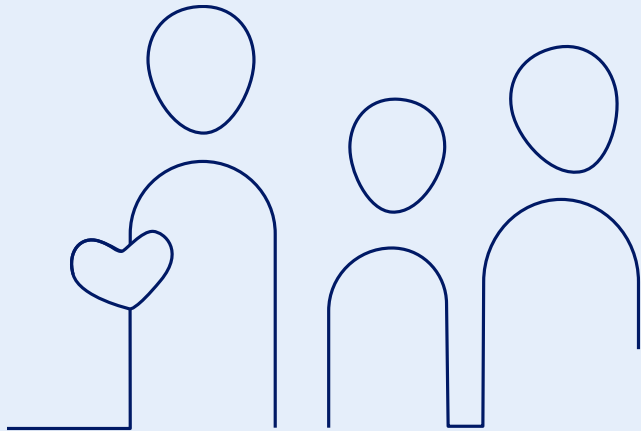
HR and employee representatives have reviewed all the company's policies on various personnel areas. The investigation was carried out in Q1 of 2024. We examined the physical conditions to see if they were suitable for impairment and employees with special needs. In addition, we reviewed the cafeteria to see if allergies and diets were labelled.

To assess the work environment and health and safety conditions, a workplace environment survey and HSE (Health, Safety, and Environment) survey have been conducted.

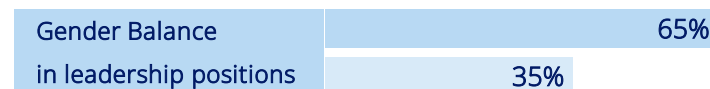
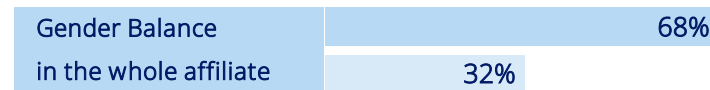


Our People

In the following section, you will find data regarding our gender balance, and different types of employment in the Norwegian Affiliate for 2023.



Gender Balance in the Norwegian affiliate per December 2023



■ Women ■ Men

Temporary, part-time and average parental leave in weeks in the Norwegian affiliate during 2023

Gender	Temporary Employees	Part-Time	Parental Leave
Women	5	6	44
Men	1	6	22,5

Highlights:

- 29 men & 63 women working in the affiliate in 2023
- Men are underrepresented on an organisational level (32% men)
- Room for further development regarding male representation in non-leadership positions, and this will continue to be considered in recruitment processes

Highlights:

- All part-time employees are voluntarily hired on a part-time contract.
- All employees are hired as full-time employees on permanent contracts, except employees hired as a parental or sick leave cover.
- In 2023 2 men and 4 women took parental leave

Salary Decisions

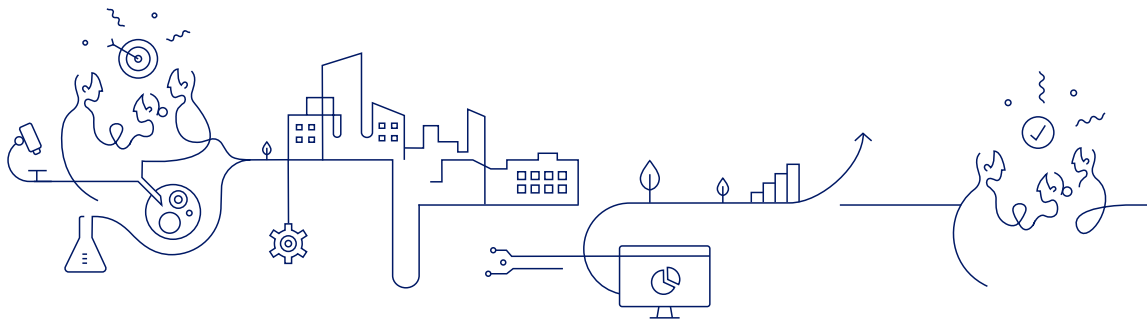
Pay Gap in Novo Nordisk Norway in 2024

Representing difference in average salary range % placement between men and women

10,7%

in favour of men

This number is based on all employees working in the affiliate in 2024.



At Novo Nordisk Norway, it is important for us that all employees receive the right salary for their work, regardless of gender, and this is something we work actively and continuously towards.

Here are some actions we take to ensure equal pay for equal work:

- We use job specific salary ranges that are aligned with local industry benchmarks to ensure equal pay for equal work
- Employees who are or have been on parental leave will be assessed in wage negotiations in the same way as other employees
- We map gender balance and parental leave once annually
- All employees have an annual salary review
- We cross-functionally align and analyse individual bonus evaluations annually to avoid biases. In 2022 we have not found any significant gender related differences (2.8% individual evaluation difference in favour women).

Recruitment

In Novo Nordisk Norway, we commit to an inclusive recruitment process and equality of opportunity for all our job applicants. Our recruitment processes therefore conducted as such:

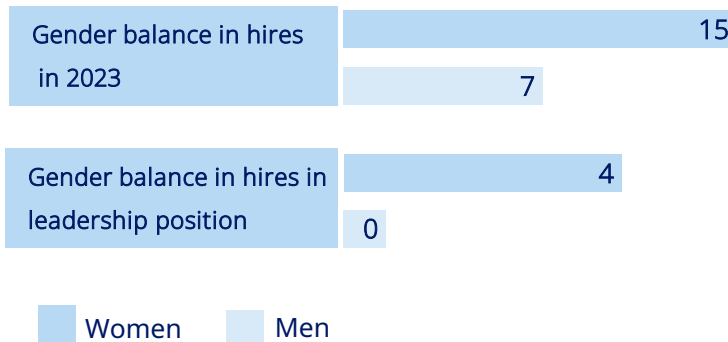
Job Analysis

We conduct a thorough job analysis with job requirements. We only hire employees who meet the relevant job requirements and are a match with the job analysis to ensure fair recruitment.

Unconscious Bias Training

In 2023, everyone in HR and recruiting managers attended a general recruitment course, focusing on unconscious bias and ensuring the recruitment process is conducted fairly for all candidates.

Overview of recruitments in 2023:



Advertisement

Advertisement of vacancies is done as broadly as possible. We ensure this by having several example templates to use for inspiration and guidelines on what should and should not be included.

Vacancies are posted internally and/or externally, allowing internal applicants to apply.

If possible, we ensure minimum 2 women and/or candidates from underrepresented groups on short lists.

We evaluate all relevant applications regardless of gender, nationality, and other backgrounds.

The interview process

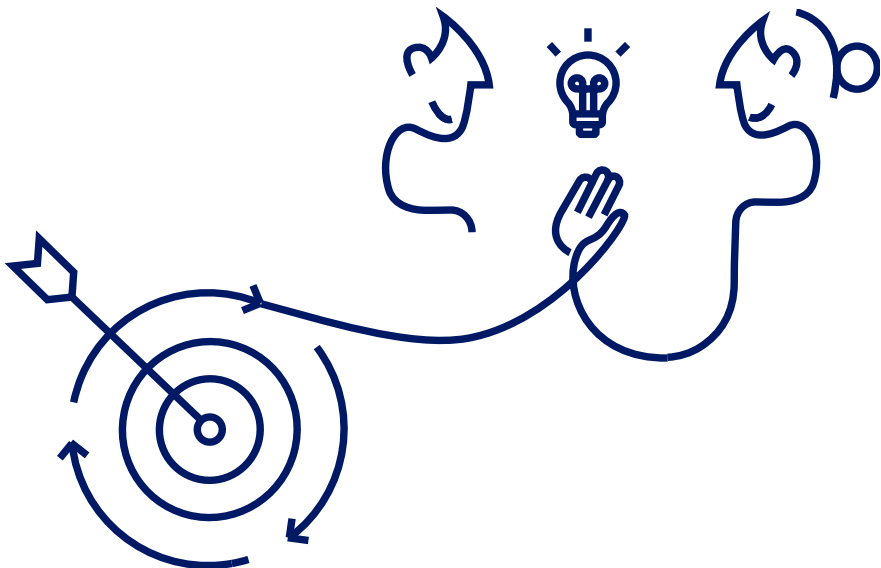
To ensure that the interviews are as similar as possible for all candidates and that no questions asked are irrelevant or illegal, we have created templates for interviews and reference checks.

We include several people, and a global talent acquisition team, in the recruitment process to avoid bias, and the recruitment panel should always contain both women and men.

Facilitation

Creating a safe working environment for the employees in the Norwegian Affiliate

- Routines for reporting matters worthy of criticism, e.g., harassment, are easily accessible to all employees
- At Novo Nordisk Norway we assess our facilitations yearly in an OHS-assessment, to ensure a safe and healthy working environment for all of our employees.



Equality & Workplace Accommodation

At Novo Nordisk Norway, we are committed to creating an inclusive culture that celebrates the diversity of our employees, our patients and the communities we operate in. Here are some of the actions we take to facilitate this:

- Our office is designed to accommodate employees with disabilities
- We provide work equipment and ergonomic solution that are inclusive for disabilities, pregnant and breastfeeding women, such as adjustable chairs and desks, lamps etc
- Access to the office, sanitary facilities and work equipment are provided so that employees with disabilities can work with us
- The canteen offers a large selection of food, and allergens and dietary preferences are accommodated and labelled
- At all internal events, we ensure that everyone can participate regardless of any matters of importance
- At all internal events with stayovers, employees are given separate rooms
- We use a gender-neutral term for parental leave and encourage both women and men equally to take advantage of the opportunity

Development

Employee Development

At Novo Nordisk Norway, we are committed to providing equal opportunities for the personal and professional development of all employees, both in the short and long term.

We emphasize equal opportunities for all employees. We actively encourage internal candidates to apply for open positions. For certain roles, we exclusively promote internal opportunities, reflecting our belief in the existing competencies in our organization.

In our efforts to investigate development opportunities, we have found the following results from our EVOLVE-survey:

- 86% responded positively to the statement: I am given the opportunity to improve my skills at the company
- 89% responded positively to the statement: My manager provides useful feedback on my performance
- 91% responded positively to the statement: my manager provides useful feedback on my performance

Moreover, in 2023 we are pleased to announce that four of our employees were internally promoted. Among these promotions, three were women and one was a man.

Actions to ensure equal development-opportunities:

Individual Development plan	Degreed	Talk2Grow
<p>The collaboration between manager and employee in creating an Individual Development Plan (IDP), is one of the actions we execute to ensure and encourage employee development and equal opportunities.</p> <p>IDP is a tool used to identify and plan for an individual’s professional development goals. It is a structured process that helps employees to identify their strengths and areas for improvement, set goals, and create a plan for achieving these goals</p>	<p>Degreed is an internal learning platform at Novo Nordisk designed to provide employees with personalized learning experiences and resources. This platform allows employees to access a wide range of courses, training materials, and resources tailored to their individual development needs. By utilizing Degreed, employees have the opportunity to enhance their skills, acquire new knowledge, and further their professional growth. This platform plays a crucial role in ensuring that all employees have the tools and support necessary to pursue continuous learning and development opportunities within Novo Nordisk</p>	<p>Talk2Grow is an internal initiative at Novo Nordisk focusing on career development and equal opportunities for employees. This program provides a platform for employees to engage in open conversations about career growth, skill development, and goal setting. Through these discussions, Talk2Grow aims to foster an environment that promotes equal opportunities for all employees, regardless of background or position. This contributes to ensuring that everyone has access to the necessary resources and support to develop within their professional careers at Novo Nordisk</p>

Work Life Balance

Assessment

In the employee engagement survey of 2023, employees were asked whether they felt able to balance their work and personal life. Of those who responded, 73% agreed or strongly agreed, 16% were neutral, and 11% disagreed or strongly disagreed. While most employees reported positive outcomes, the -3% difference from the previous year indicates there is still room for improvement.



Actions

In Novo Nordisk we aspire to facilitate a flexible working environment. We know that life is anything but linear, and balancing what is important at different stages of our career is never easy. That's why we make room for diverse life situations, always putting people first.

- The standard working hours are 37.5 weekly hours excluding lunch
- We offer a flexible home office arrangement where each employee can adapt their work week according to what suits them the best. Where possible, we make it possible for everyone who is in their home offices to attend meetings via Teams
- Meetings are held between 09:00 and 15:00. Every other Friday we have a meeting-free day
- We have a policy that we do not send emails outside the standard working hours
- All our internal events with stayovers is located within standard working time