

ARP-report Ullensvang Hotel AS

2022

Definition of groups

Managers: Managing director and head of department for the following departments: finance, sales- and marketing, HR, front office, revenue, restaurant, kitchen, and maintenance.

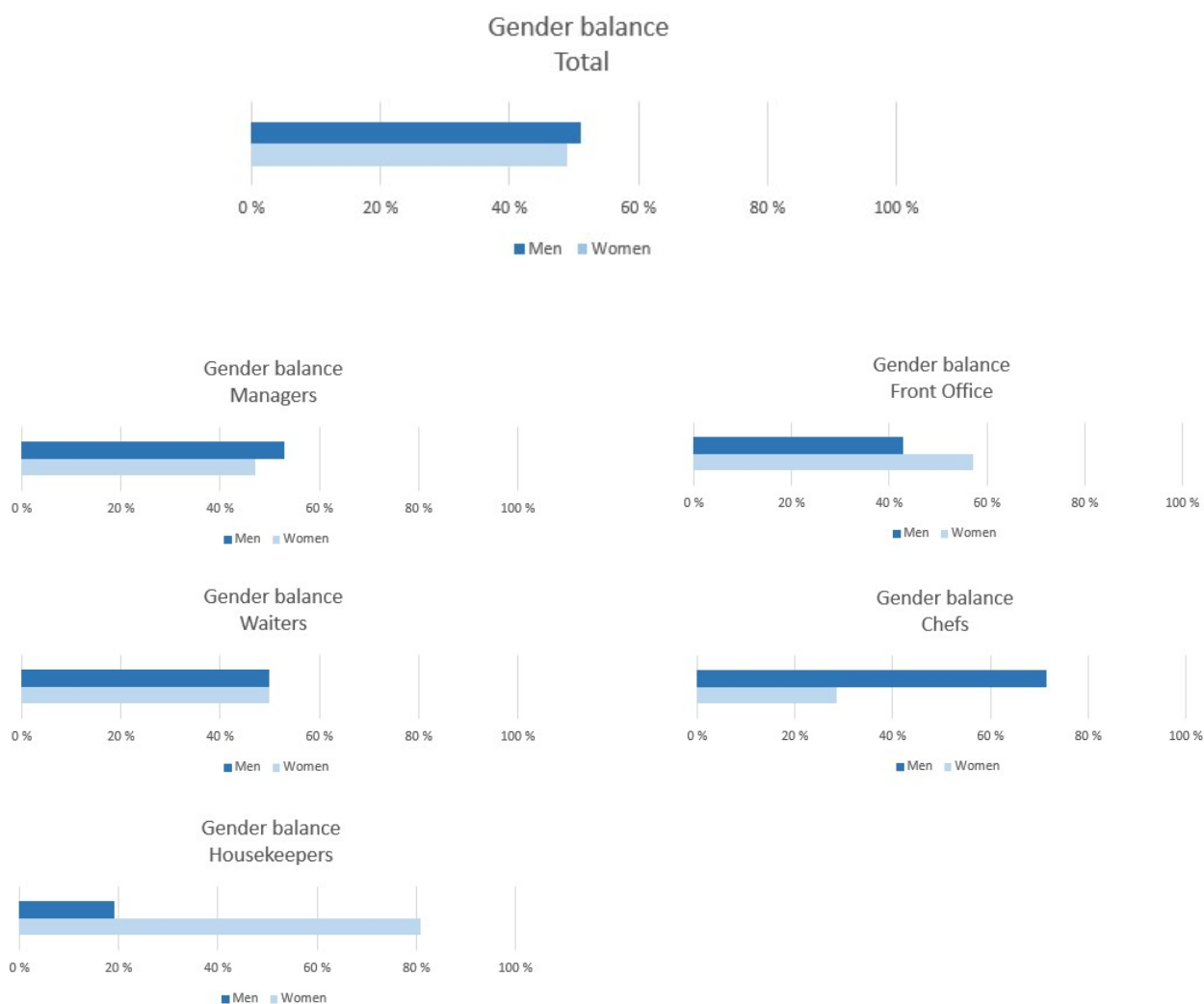
Waiters: waiters and bar personnel

Housekeepers: housekeepers for rooms, conference, and common areas.

Front Office: front office employees, including night shift.

Chefs: Chefs. Sous Chefs and dishwashers are not included in this group as chefs are tied to a separate tariff group in Riksavtalen.

Gender balance



Wages



Managing director and apprentices are not included in the wage calculation. Apprentices wages are decided by Riksavtalen.

Total: men 2,88% higher salary compared to women

Managers: men 2,78% lower salary compared to women

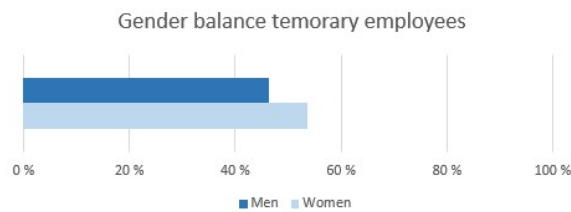
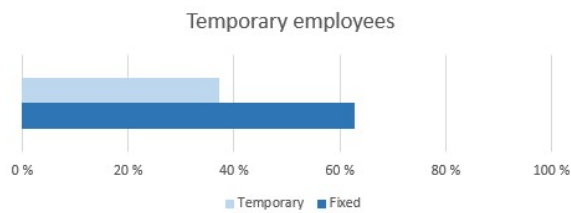
Waiters: men 1,63% % lower salary compared to women.

Housekeepers: men 1,5% higher salary compared to women.

Front Office: men 2,11% higher salary compared to women.

Chefs: men 5,23% higher salary compared to women.

Temporary employees:



Hotel Ullensvang is highly based on the seasons, this is the reason behind the need of temporary contracts during the summer. The fixed employees cover the need of manning throughout the year and the seasonal employees cover the peaks during summer.

Parental leave has not been relevant for the period.

We only have one employee who works part-time, requested by the employee.

Equality, diversity, and inclusion

In Hotel Ullensvang, we continuously work with equal treatment of women and men and have zero tolerance for discrimination and harassment. In our guidelines, it is stated that it is not any form of harassment, discrimination or other inappropriate behaviour towards colleagues or guests is accepted. These guidelines apply to Hotel Ullensvangs employees at all levels, including temporary staff.

These guidelines are anchored in the group's management team, AMU-group and safety representatives. These groups are working closely together to maintain a good work environment for all employees.

Hotel Ullensvang has great complexity in its organization and many different shift plans and schedules. About 90% off our employees work in various shift arrangements. All additions (night, evening, weekends etc) are based on the rates given by Riksavtalen.

When we have carried out the salary mapping, we have taken this complexity into account. We have split out the levels based on the collective agreements and the actual function at the hotel. Some positions are not possible to split into groups, as there are very few employees in the group. Managers salaries are not bound by Riksavtalen and are set on individual terms.

There are some salary differences within the various levels that are tariff-regulated, this can be explained by differences in where the individual is in the tables, for example some have more experience/education than others and are therefore at a higher salary. These are factors that contribute to differences in the salary composition, but all of them who work within these categories have the same opportunity for advancement.

In terms of recruitment, it is the candidate's suitability, qualifications, and competence, which govern the selection of the candidate. A part of our recruitment process is also to inform about the hotel and the diversity we have in nationalities and cultures both relating to employees and also guests.

We make sure that the working conditions in the company are such that our employees will be successful in their work to satisfy our guests. We aim to keep a working environment and a culture that motivates all our employees to deliver quality and good guest experiences. In Hotel Ullensvang, we want diversity. During our onboarding all employees gets information about house rules and dos and don'ts.

We are working closely with the municipality and the refugee service, and we have hired several employees on temporary and permanent basis as a result of this. We are also doing work training in cooperation with these services to help good integration of refugees and others that have need for work training.

Hotel Ullensvang has gender equality as a goal and strives for the same through its personnel and employment policy. There is a good gender distribution in the different positions at all levels. We have employees from all over Europe and a wide range of different cultures and backgrounds in all positions. During the month of June our Pride flags wave from our flagpoles, as a statement of our values.

We have assessed that we have the following risks of discrimination or other obstacles relating to equality:

Discrimination and equality relating to salary:

The biggest groups of employees are paid based on tariff, this contributes to a transparent remuneration system. There is yearly salary increase for all groups based on tariff and local negotiations. Salary increases are based on negotiations and/or tariff-agreed seniority promotions.

We have groups with individual remuneration; managers, team leaders and some academic positions. Criteria for these groups are based on complexity, responsibility, and authority in accordance with our remuneration policy.

In the case of sick leave, the company practices payment of salaries for all its employees. We have good pensions and insurance schemes that apply to all employees, regardless of position, gender or other factors that may be perceived as discrimination and/or differential treatment.

Discrimination and equality related to recruitment:

For many of our positions there is a requirement of having a given physical fitness. Examples waiters, housekeepers, chefs, and maintenance workers.

We have a gender imbalance in two of our employee groups. Chefs are typically male-dominated profession and here we also have a significant bias that also reflects the market situation for this type of personnel. As a pilot, aircraft engineer or. Among housekeepers we employ a significant proportion of women, but also here, our employee group reflects the market in general, where most women choose this profession.

Discrimination and equality in employment:

Hotel Ullensvang is a complex organization, and we have several different shift plans. About 90% of the employees work in different shift arrangements which in turn are linked to collective agreements in the company. The shift arrangements have been built up around a system to take care of our employees' wellbeing and at the same time give the employees the possibility to deliver the best experience to our guests. Happy employees make happy guests. These conditions are governing which employment contract the individual has, and the working time systems are regulated through the applicable legislation and our collective agreements, as well as negotiations/discussions with the union representatives.

We have a high grade of temporary employees during our main season. If the business level requires it, there is possibilities for the temporary contracted employees to become a part of our fixed manning.

Part time is almost non existing, and any part-time work is desired by the employee.

The company's operations are at all times main focus. Where we have the opportunity, we have a goal to contribute with good and flexible solutions:

- We offer flexible working time solutions and the option to partially work from home, where this is appropriate for the company and the employee.
- We have several couples with kids working here and we are flexible to arrange shifts accordingly.
- We offer the possibility of reduced work and a gradual reduction in working hours for the elderly employees - in combination with withdrawal of pension.
- We have made it easier for employees to request a home office, where possible, and meetings are to be held primarily in the core period. This should make it easier to combine work with family life.
- We use hour bank to secure all our employees fixed salary every month, even in the low season when working hours may be lower than contracted hours. Hours in the hour bank can be taken out as days of when operations allow this.
- Schedules, vacation etc are available through app, web and paper, making this info easily accessible for all employees.

Reasons behind the identified risks

In Hotel Ullensvang, we work closely with our employee representatives to ensure fair and good processes for our employees. In addition to the requirements for formal competence and health requirements in some positions, there is no form of formal or informal systems that directly or indirectly discriminates. We try as far as possible as a company to create the best conditions for all our employees, but we understand that in the industry in which we operate it will be difficult to recruit employees with various disabilities for certain positions.

We practice equal pay for our employees and have no systematic discrimination between different groups. The management and AMU seek to capture, at all times, any risk of discrimination. We have whistleblowing routines and systems available to all employees.

Actions to prevent discrimination and improve equality, diversity and inclusion

We will continue our existing work relating to these topics. Update of HR routines and employee's manual are on the agenda.

Our evaluation of goals, measures, and results to date:

Our agreements with the employees ensure in large extent that the company does not discriminate on salary and working conditions. Our focus is on finding the right employees for our hotel; those who has the competence and capabilities to carry out the job we are set to do and deliver good experiences to our guests. This is not dependent on gender, ethnicity, age, or religion. We are all on the same team with the same goal.

This is all about building attitudes and competence, as well as ensuring that our managers and employees keep a continuous focus on this.