

## Akva's equality plan

In all its activities, Akva complies with Finnish law. Equality in Finnish society is dictated by the Non-discrimination Act (1325/2014) and the Act on Equality between Women and Men (609/1986).

### Decision making at board and association meetings

Decision making at the meetings of Akva's Board of Directors and the Association follows the principles of equality set forth by Aalto University Student Union (AYY). Communication at meetings will be conducted in English if necessary and the discussions will be held in a way in which everyone is able to understand the matter at hand and is able to follow the progression of the meeting. The meetings always follow the agenda presented and accepted by the board at the beginning of the meeting. Particular attention is paid in the meetings to explaining the acronyms and making bachelor students aware of who the discussed department's staff is or what a specific master's event is.

In the meetings all participants are respected by allowing everyone to present their thoughts and everyone's statements are listened and reacted to. The ideas of others are respected, and all counterproposals, opinions and feedback are sought to be presented in a constructive way. Meetings are always chaired by the chairman, who distributes the rights to speak evenly to all participants and, if necessary, also asks for the opinions of quieter participants. Each participant also strives to promote smooth decision making through his or her own behavior.

All participants of the meetings have an equal opportunity to take on the tasks offered. The meetings of the board also aim to ensure that the duties are distributed evenly among all board members. When choosing people, everyone has an equal chance to present oneself as a candidate for a presented task, and no one is led to believe that his or her designation for a task or a board role is not desirable. Selection processes are transparent, and vacancies can also be applied for remotely by informing the board in advance. Where possible, participants will also be offered the opportunity to attend the meeting remotely, for example via Teams or Zoom. All official decisions of the association are made at meetings and recorded in the proceedings.

### Organizing events in Akva

Events organized by Akva are always announced well in advance through all official media channels. When communicating about an event, it is clearly stated if you need to register in advance and what the main language of the event is. The registration process will identify the needs of the participants that are relevant to the event, such as special diets and reduced mobility. Vegetarian food is served at all events in Akva and other special diets are also taken into consideration as much as possible. Akva communicates all its events in English and Finnish and strives to consider the diversity of students.

Akva strives to take accessibility into account in its events, but this cannot always be guaranteed. The location is always mentioned in connection with the event and, for example, in the case of AYY premises, the participant will find more information on the accessibility of the space on the AYY website. Exceptions and special situations are always announced in advance through official communication channels and the event's Facebook event.

### Information on activities and empowerment of members

Akva has several communication channels available to inform its members about decisions made and upcoming events in Finnish and English. Akva has a communication plan that addresses this in more detail. Akva does not publish the proceedings of the Board on its website, but Akva members have the right to attend the Board meetings and may be granted a right-to-speak if necessary. The proceedings of association meetings will be e-mailed to members in the future when asked. In addition to e-mail, the Akva Telegram Group is used as an information channel, where members can also approach the board. If necessary, Akva members can also contact the board through the form on Akva's website. Through the form, one can provide feedback on the board's activities, suggestions for development or issues that should be raised at a board meeting or with the Department of Water and Environmental Engineering. Only members of the Akva board will be able to read the correspondence received through the online form.

The Equality Plan (this document) is accessible on Akva's website, in which the contact information for the Equality Officer is given. The Equality Officer or the Akva Chair can be contacted confidentially by email. The board can be contacted by filling in the form on the website, after which the Equality Officer will be contacted if necessary. A member may be given the right to speak at a board meeting to discuss the matter if required.

### Contact details for the Equality Officer and the Chair:

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