WORK ENVIRONMENT POLICY

DECISION DATE:	26 May 2026
DECISION BY:	The Executive Board
RESPONSIBLE DEPARTMENT:	General Secretariat
RESPONSIBLE MANAGER:	HR Manager
DNR:	2026-00862
DOCUMENT CLASSIFICATION:	RB PUBLIC

Work environment policy

Content and purpose

In this policy we describe the main principles for how work environment management is to be conducted at the Riksbank. The policy sets out overall objectives, principles and responsibilities, as well as specific orientations for the organisational and social working environment. Detailed objectives, indicators and activities are described in a separate procedure for organisational and social work environment.

The purpose of this policy is to maintain a safe, healthy and inclusive workplace for everyone at the Riksbank by preventing ill-health and accidents at work and creating the conditions for a good working environment.

Target group

This policy is aimed at everyone who works at the Riksbank, i.e. all employees and contractors.

Contents

Arbetsmiljöpolicy		1
	Innehåll och syfte	1
	Målgrupp	1
1	Inledning	3
	1.1 Bakomliggande regelverk	3
	1.2 Definitioner	3
2	Roller och ansvar	4
3	Huvudprinciper för arbetsmiljöarbetet	5
	3.1 Inriktning och övergripande mål organisatorisk och social arbetsmiljö	6
4	Efterlevnad	7
5	Ikraftträdande och övergångsbestämmelser	7

1 Introduction

The Riksbank shall be a sustainable and attractive workplace with a physical, organisational, social and digital work environment characterised by cooperation, respect, trust and inclusion.

The Riksbank endeavours to create a working environment that is both physically safe and psychologically secure, and that contributes to commitment and job satisfaction. Work environment management must be systematic, promote health, prevent illness and accidents and lead to a good working environment.

Equality, diversity and equal treatment are fundamental principles. We do not accept any form of discrimination, harassment, victimisation or bullying in the workplace.

1.1 Underlying regulatory framework

Work Environment Act SFS 1977:1160
Work Environment Ordinance (1977:1166)
Discrimination Act (2008:567)
Statute Book of Swedish Work Environment Authority
- Systematic work environment management – basic obligations for those with employer responsibility (AFS 2023:1)
- Planning and organising work environment management – basic obligations for those with employer responsibility (AFS 2023:2)

The Sveriges Riksbank Act (SFS 2022:1568)
Sveriges Riksbank's Rules of Procedure
Collaboration agreement (2021-01100)

1.2 Definitions

Physical working environment

The physical conditions and factors in the work environment that affect the human body, for example through stress, exposure or risk of accidents.

Digital working environment

Includes the systems, software and digital tools we use to perform, plan and manage the work. It concerns the interaction between people and technology.

Organisational work environment

Conditions and prerequisites for the work in the areas of management and governance, communication, participation, room for manoeuvre, distribution of work tasks, as well as requirements, resources and responsibilities.

Social working environment

Conditions of work related to social interaction, cooperation and social support from managers and colleagues.

Discrimination

When someone is discriminated against or insulted on grounds of gender, transgender identity or expression, ethnic origin, religion or other belief, disability, sexual orientation or age. This applies both to situations in which different employees are or have been treated differently and to situations in which they would have been treated differently under comparable circumstances.

Harassment

Behaviour that violates a person's dignity on grounds of gender, gender identity or expression, ethnic origin, religion or other belief, disability, sexual orientation or age. It is a form of discrimination and can include, for example, comments, jargon, pictures, jokes or gestures. Harassment can be physical, verbal or non-verbal.

Victimisation

Actions that are directed against one or more employees in a way that may lead to ill-health or to employees being excluded from the social community of the workplace, without necessarily constituting discrimination.

Bullying

Recurrent victimisation over a longer period of time, usually at least six months, which causes an employee to be excluded from the social community of the workplace.

2 Roles and responsibilities

The employer has ultimate responsibility for the work environment and must ensure that the work environment is managed systematically. This includes ensuring that the organisation, resources and governance support a good working environment and that the necessary procedures are in place and followed.

The Work Environment Committee is involved and contributes to the planning, follow-up and control of the work environment programme. It provides a forum for cooperation between employers and employees' representatives and help to support, develop and ensure well-functioning systematic work environment management.

Managers have a delegated work environment responsibility according to a specific written allocation of work environment tasks. They are responsible for ensuring that management of the organisational and social work environment becomes an integrated part of operational planning and day-to-day work at the Riksbank. They are responsible in their area for investigating, assessing risks, remedying and monitoring health and safety risks, as well as monitoring workloads, working hours, priorities and resources in dialogue with employees. This responsibility also includes dealing with reports of ill health and victimisation in accordance with current procedures.

HR coordinates, supports and monitors work environment management by providing support to managers on work environment issues, offering training, conducting investigations and providing methodological support. HR is responsible for coordinating follow-ups, surveys and other measurements, as well as statistics on sick leave and overtime, and for the annual follow-up of systematic work environment management (SAM) in dialogue with the work environment committee.

Employees contribute to a good working environment by following the applicable procedures and guidelines, using protective equipment and taking the necessary precautions to prevent illness and accidents. This means paying attention to and reporting deficiencies in the work environment, such as high workloads, abusive behaviour and deficiencies in the physical work environment. Employees shall also report incidents and accidents to the Riksbank or a safety representative so that measures can be taken.

The Cooperation Group/Council shall contribute to the promotion and development of a good working environment, focussing on organisation-wide and strategic issues. They work to ensure that the occupational health and safety perspective is taken into account in issues such as organisational change and skills supply, with joint solutions and good dialogue.

Safety representatives represent the Riksbank's employees in work environment issues and shall promote a satisfactory work environment. In particular, they shall draw attention to shortcomings in health and safety management and help to address them.

3 Main principles of work environment management

Work environment management at the Riksbank shall be conducted systematically and preventively, be an integral part of everyday activities and be followed up continuously. The work shall cover the physical, organisational, social and digital aspects of the work environment.

The Riksbank endeavours to create a working environment that is physically safe, psychologically secure and inclusive, and that creates good conditions for health,

commitment and job satisfaction. We provide the conditions for sustainable, safe and efficient work, where digital tools support the employees' work environment and health. Work environment management shall prevent ill-health and accidents and contribute to a good working environment.

The work shall be characterised by dialogue, participation and cooperation between managers, employees, safety representatives and trade union representatives. When changes are made to the organisation, staffing, premises, technology or working methods, the impact on the working environment must always be analysed and taken into account.

The Riksbank must have clear and well-established procedures to be able to quickly take preventive and corrective measures in the event of signals of ill-health. Rehabilitation and adaptation shall be carried out in such a way that the Riksbank's employees are given good opportunities to return to work and maintain their working capacity. For more information, see the rules for rehabilitation.

The Riksbank does not accept victimisation, harassment, bullying or discrimination in any form. All employees shall be aware that such behaviour is unacceptable and be informed about how to report experiences or observations of inappropriate behaviour. The Riksbank's objective is to ensure a safe working environment where conflicts are dealt with early, professionally and constructively in accordance with the Riksbank's procedure for dealing with discrimination, victimisation and bullying.

The systematic work environment management is followed up by the working environment committee, the cooperation group and the Riksbank's management group, as well as through employee surveys. The HR Manager reports annually on the results to the Executive Board and in the cooperation council on the overall objectives and results in the field of health and safety.

3.1 Direction and overall objectives organisational and social work environment

The Riksbank shall be a sustainable workplace that is perceived as developing, stimulating and inclusive for all employees. Managers and employees shall have knowledge of how to jointly create and maintain a sustainable work environment. We shall have a clear organisation, division of responsibilities and communication, so that goals and priorities are known to all employees.

The Riksbank's overall objectives for the organisational and social work environment include:

- a sustainable workload
- roles and responsibilities
- objectives and expectations
- a safe working environment free from victimisation

- an open and supportive social climate
- balance between work and recovery
- participation
- active and healthy leadership.

Targets, indicators and activities linked to these overall target areas are described in the organisational and social work environment procedure.

The Riksbank can achieve a good working environment by developing leadership and employees with knowledge of the working environment through training programmes. All employees shall be empowered to promote good health and work-life balance. The Riksbank strives to attain an inclusive work environment with a high level of psychological security, which is followed up in employee surveys.

Managers shall ensure that the demands placed on their work are in reasonable proportion to the resources, authorisations and time-frames that the Riksbank has to adhere to. The division of labour and priorities shall be clear and communicated to all, especially during peak periods. Employees should know what is expected of them, what the objectives are and who they can turn to for support. Sustainable management of work-time and availability shall be sought, and recovery shall be enabled after intensive periods of work.

4 Compliance

The HR Manager is responsible for monitoring compliance with this policy.

5 Entry into force and transitional provisions

This policy enters into force on 1 June 2026 and replaces the previous Work environment policy (ref.no. 2025-00594) decided on 26 May 2025.