

1. Objective

To build positive and supportive attitudes towards those infected and promote health and safety amongst the employees.

2. Applicability

All employees.

3. Guidelines

- a. The company will provide a safe and healthy work environment for employees.
- b. The company will educate its employees and the family on prevention, care and counseling of HIV / AIDS.
- c. The company will educate its employees on safe blood, blood donation and transfusion.
- d. If an employee has been infected, the company would keep information about the illness confidential. Only the immediate boss would be kept informed.
- e. A HIV positive employee would be allowed to continue to work in his / her job unless medical conditions interfere with the specific job that he / she is doing. In that case and, only if it is necessary, will the employee be shifted to another position where he / she will be comfortable.
- f. If an employee reveals his / her HIV positive status voluntarily, other employee will not be allowed to refuse to work alongside the HIV positive employee. In fact, the company will expect all employees to ensure that the HIV positive is comfortable and gets a feeling of being part of a family.
- g. The company will, as a policy, not discriminate against any employee infected by HIV/AIDS with regard to promotions, training and any other privileges, applicable to all employees of the organization.
- h. While the company may ask a person who is being offered a job, to undergo general medical tests before the issue of the appointment letter, the test will not cover HIV/AIDS, without an informed consent and pre test counseling of the candidate.