

HIV/AIDS Workplace Policy

Centre for Social Research (CSR), is adopting the workplace policy on HIV & AIDS through its internal mainstreaming having recognized that prevalence of HIV is high in India. CSR has been working on the Gender Mainstreaming for over two decades and considers human rights concerns associated with HIV/AIDS as a gender issue.

Human rights are an integral part of the response to HIV/AIDS. They include rights that will help prevent the transmission of the disease, the rights of those who are, or are perceived to be, living with HIV, the rights of families, health workers and others who are stigmatized by association, and the rights of populations living with HIV/AIDS. Some of these rights are contained in international conventions directly applicable to HIV/AIDS, and some are found in other documents. In all cases, HIV/AIDS is, in very large part, a question of human rights.

While the effects of HIV and AIDS are equally detrimental for all persons affected or infected, certain sections of the population are more vulnerable in terms of both, contracting the infection and the subsequent consequences due to Social, Economic, Political, Legal, Cultural factors.

Hence CSR considers HIV/AIDS as a workplace issue protecting the human rights and dignity of persons infected and/or affected by HIV and therefore the HIV/AIDS workplace policy is to be read, understood and interpreted in *pari materia* with the Human Resource Policy (hereinafter referred to as HRP).

Scope

The policy will apply at all levels – Governing Board Members, Employees, Consultants, Interns, Volunteers, and Counsellors.

Employment

There will be no discrimination at all levels on the basis of real or perceived HIV status. Employees, Consultants, Interns, Volunteers, and Counsellors living with HIV/AIDS will be entitled to same benefits, including the same sick leave, as other Employees, Consultants, Interns, Volunteers, and Counsellors.

HIV/AIDS will not be a cause for termination of employment/contract

Stigma and Discrimination

No one will be stigmatised or discriminated on the basis of his/her HIV-positive status with regards to job application, hiring, advancement, compensation, training or other terms, conditions or privileges of employment.

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Confidentiality

- At all levels P/WLHIV will be having the legal right to privacy
- None are required to disclose their HIV status to CSR in writing or verbally

- If anyone is willing to disclose his/her HIV status, the confidentiality will remain fully and carefully respected. Prior written consent of the concerned P/WLHIV will be attained in case of disclosure is legally required for.
- Management of CSR is duty bound to keep such information/documents strictly confidential
- All medical, and relevant personal information will be kept confidential
- The confidentiality will clause will remain applicable about persons who no longer work/associated with CSR
- Any breach of privacy or confidentiality will be construed as misconduct and will be subject to grievance procedure and disciplinary action as outlined in the HRP.

Policy Dissemination

- Workplace policy will be translated into Hindi language
- The policy will be widely disseminated at all levels – Governing Board Members, Employees, Consultants, Interns, Volunteers, Counsellors
- Dissemination will be done through display in notice boards, induction courses for new employees/interns/volunteers, website, newsletter mailings, meetings, training sessions, posters etc.

Grievance Redressal Mechanism

Any complaint of violation of this policy will be filed by the aggrieved person. If satisfactory reasons exist, a third party can also file a complaint on behalf of the aggrieved person in accordance with the grievance procedure and disciplinary action set out in the HRP.

Policy Commencement

The policy as approved by the Governing Body in its meeting held on November 19, 2011 and would come into effect immediately therewith.

Policy Implementation CSR undertakes to communicate the policy at all levels. A Core Committee will be set up within three months to implement HIV/AIDS workplace policy.

Policy Revision

The policy will be frequently reviewed by the Core Committee with adequate consultations at all levels within the organisation as and when necessary.

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