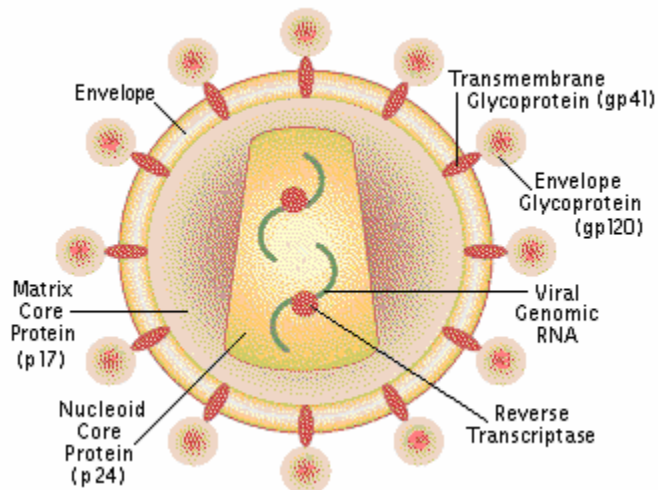


**KISSOON GROUP OF COMPANIES**

# **HIV/AIDS**



**HIV IS A DISEASE THAT CAUSES AIDS AND IS A DEADLY KILLER**





## KISSOON GROUP OF COMPANIES

### WORK PLACE POLICY ON HIV/AIDS

#### GENERAL STATEMENT

The Kissoon Group of Companies recognizes the seriousness of the HIV/AIDS epidemic and its impact on the workplace. The Company supports national efforts to reduce the spread of the infection and minimize the impact of the disease.

#### OBJECTIVE

The purpose of this policy is to ensure a consistent and equitable approach to the prevention of HIV/AIDS among employees and their families, and to the management of the consequences of HIV/AIDS, including the care and support of employees living with HIV/AIDS. The policy has been developed and will be implemented in consultation with employees at all level.

#### POLICY FRAMEWORK AND GENERAL PRINCIPLES

The Kissoon Group of Companies recognizes the ten key principles of the ILO Code of Practice on HIV/AIDS and the World of Work as a basis for its action on HIV/AIDS. It takes into account the Company's policy that has been in effect since 1969 prohibiting discrimination and protecting the safety and health of workers.

-2-

While the Kissoon Group of Companies recognizes that there are circumstances unique to HIV infection, this policy rests on the principle that HIV infection and AIDS

should be treated like any other serious condition or illness that may affect employees. It takes into account the fact that employees may live full lives for a number of years. The Company's commitment to maintaining a safe and healthy work environment for all employees is based on the recognition that HIV is not transmitted by casual contact.

## SCOPE

This policy applies to Management and all permanent employees.

## SPECIFIC PROVISIONS:

### 1. Protection against discrimination, victimization and harassment

All employees will be protected against discrimination, victimization or harassment based on their real or perceived HIV status.

### 2. EMPLOYMENT OPPORTUNITIES AND TERMINATION OF EMPLOYMENT

No employee will suffer adverse consequences, whether dismissal or denial of employment opportunities, merely on the basis of HIV infection.

-3-

### 3. TESTING

HIV screening will not be required of job applicants or persons in employment. However, the Company will promote and facilitate access to voluntary counselling and testing (VCT) for all employees. All VCT will comply with accepted national and international standards on pre- and post – test counselling, informed consent, confidentiality and support.

#### 4. EPIDEMIOLOGICAL TESTING

Testing programmes for epidemiological purpose will be subject to appropriate consultation with recognized employee representatives and to independent and objective evaluation and scrutiny. All testing will be anonymous. The results of epidemiological studies will not be used as basis for discrimination against any class of employee in the workplace. In cases where employees wish to know their HIV status, as a result of their participation in anonymous epidemiological testing, voluntary testing and counselling will be assured.

#### 5. CONFIDENTIALITY

Job applicants and workers will not have to disclose their HIV status.

Kissoon Group of Companies recognizes the sensitive issues that surround HIV/AIDS, where an employee chooses to reveal his or her HIV status to management, the Company will keep the identity of such person strictly confidential.

-4-

Mechanisms will be created to encourage openness, acceptance and support for those employees who voluntarily disclose their HIV status within the workplace, including:

- ⇒ encouraging persons openly living with HIV or AIDS to conduct or participate in education, prevention and awareness programmes;
- ⇒ encouraging the development of support groups for employees living with HIV/AIDS; and

⇒ ensuring that persons who are open about their HIV status are not unfairly discriminated against or stigmatized.

## 6. AWARENESS – RISING AND EDUCATION

Appropriate awareness and education programmes will be conducted to inform employees about HIV and AIDS which will enable them to protect themselves and others against infection by HIV. All programmes will take into consideration, the needs of both sexes. Some of these will include the families of employees and the local community when possible.

The Company recognizes the importance of involving employees and their representatives in the planning and implementation of awareness, education and counselling programmes, especially as peer educators and counsellors.

Practical measures to support behaviour change and risk management will include referral to sexually transmitted infection and tuberculosis treatment

-5-

services in the community and distribution of male, and where possible, female condoms.

Training will be arranged for key staff, including Managers, Supervisors and Personnel Officers, trainers of trainers (both male and female), peer educators and occupational safety and Health Officers within the Company.

Reasonable time off will be given for participation in education and training about HIV/AIDS and related health matters.

## 7. CARE AND SUPPORT FOR WORKERS AND THEIR FAMILIES

The Company will treat employees who are infected or affected by HIV/AIDS with empathy and care. The Company will provide some reasonable assistance which may include counselling, time off, sick leave, and information regarding the virus and its effect.

#### 8. WORK PERFORMANCE

It is the policy of the Company to respond to the changing health status of employees by providing suitable work sites for those infected with HIV. Employees may continue to work as long as they are able to perform duties safely and in accordance with performance standards accepted by the Kissoon Group of Companies. If any employee with AIDS is unable to perform his or her tasks adequately, the Manager or Supervisor must resolve the problem according to the Company's normal procedures on poor performance/ill health.

-6-

#### 9. BENEFITS

Employees living with HIV/AIDS will be treated no less favourable than staff with any other serious illness/condition in terms of statutory and company benefits, work place compensation, where appropriate, and other available sources.

#### 10. HEALTH CARE

The Company will help employees living with HIV/AIDS to find appropriate medical services in the community, as well as counselling services, professional support and self-help groups if required. Reasonable time off will be given for counselling and treatment.

#### 11. IMPLEMENTATION AND MONITORING

The Kisson Group of Companies has established an HIV/AIDS committee to coordinate and implement its HIV/AIDS policy and programme. The committee will consist of 8-10 employees representing all constituents of the Company, namely:

⇒ 2 Managers

⇒ 3 Supervisors

⇒ 2 Accounts Department Staff

-7-

⇒ 3 Employees

The implementation of this policy will confirm the Company's normal disciplinary and grievance procedures. Confidentiality will be assured during any and all procedures.

In order to plan and evaluate its HIV/AIDS policy and programme effectively, the Kisson Group of Companies will undertake a survey to establish baseline data and regular risk and impact assessment studies. The studies will include knowledge, attitudes and behaviour/practices (KAB/P). Studies will be carried out in consultation and with the consent of employees and their representatives, and in conditions of complete confidentiality.

The policy and related information on HIV/AIDS will be communicated to all Kisson Group of Companies employees using the full range of communication methods available to the Company.

This policy will be reviewed annually and revised as necessary in the light of changing conditions and the findings of surveys/studies conducted.

**HEMRAJ KISSOON**  
**CHIEF EXECUTIVE OFFICER**

**WORKERS' REPRESENTATIVE:**