



JTAI

POLICY

FOR

MANAGING HIV/AIDS

IN THE WORKPLACE

IN

PORT MORESBY
Papua New Guinea

1. PURPOSE OF THE POLICY

JTAI recognises the seriousness of the HIV/AIDS epidemic and its impact on the workplace. JTAI cares about its staff members and supports the national efforts to reduce the spread of the infection and minimise the impact upon people's lives and on social and economic development.

The policy ensures a consistent and equitable approach to the prevention of HIV/AIDS among staff and their families, and the management of the consequences of HIV/AIDS, including the care and support of staff members living with HIV/AIDS. The policy supports establishing networks with National AIDS Council, Governments Departments and Non Government Organisations to support implementation through awareness and information programs and resource sharing.

JTAI respects human rights. It does not discriminate or tolerate discrimination against staff members or job applicants on any grounds including HIV/AIDS. JTAI believes that HIV/AIDS should be treated like any other serious condition or illness that may affect staff. It takes into account that people with HIV/AIDS may live full and active lives for many years. JTAI is committed to maintaining a safe and happy work environment for all staff, recognising that HIV/AIDS is not transmitted by casual contact.

JTAI recognises that there is a high degree of gender discrimination in PNG society and that women are more negatively affected by HIV/AIDS because of biological, socio-cultural and economic reasons.

The policy has been developed and will be implemented in consultation with all staff. It complies with PNG law and international best practice principles and acknowledges:

HIV/AIDS management and Prevention Act 2003(HAMP Act)

The Twelve Principles of Workplace Policy for HIV/AIDS, PNG National AIDS Council, 2004

International Labour Organisation Code of Practice on HIV/AIDS

PNG Department of Treasury Policy for Managing HIV/AIDS in the Workplace

Developing a Policy on HIV/AIDS for Your Workplace, A Toolkit for Employers and Workers in Papua New Guinea

2. EMPLOYMENT CONDITIONS AND RIGHTS

2.1 No Discrimination

JTAI and its staff will not discriminate against people with HIV/AIDS in any aspect of employment. JTAI and its staff will not tolerate stigmatization, victimization or harassment on the basis that a person is known or perceived to be infected or affected by HIV/AIDS.

Recognising the gender dimensions of HIV/AIDS, JTAI will endeavour to create equal gender relations in a non-discriminatory work environment.

2.2 Testing

At JTAI HIV testing is not a prerequisite for recruitment, access to training, promotion or other capacity building opportunities.

2.3 Confidentiality

JTAI staff members are under no obligation to inform management or colleagues of their status. JTAI recognises its obligation to maintain confidentiality about all aspects of a staff member's health. JTAI will provide full support to staff members who choose to disclose their HIV status.

2.4 The Promotion Of A Staff Members' Well-Being

JTAI will provide the same reasonable assistance empathy and care as with other illnesses, if a staff member chooses to disclose their HIV status. This may include counselling, time off, sick leave and information regarding the virus and its effects in line with general policies and procedures.

2.5 Work Performance and Reasonable Adjustments

JTAI will respond to the changing health status of staff by making reasonable adjustments or reassignment of duties where possible. Staff members may continue to work as long as they are able to perform their duties safely and in accordance with performance standards. If a staff member with HIV/AIDS is unable to perform his/her tasks adequately, the manager/supervisor/HR personnel will resolve the problem according to JTAI's normal procedure on poor performance/ill-health.

3. TREATMENT AND CARE

3.1 ACCESS TO TESTING

JTAI supports counselling and access to testing for HIV, other sexually transmitted infections and opportunistic infections for all staff. JTAI will support staff to access accredited centres.

3.2 ACCESS TO TREATMENTS

JTAI recognises the right of staff living with HIV/AIDS to access quality and appropriate treatment and care including antiretroviral treatment when required. JTAI will support staff to access accredited treatment and care facilities.

3.3 CARE AND SUPPORT

JTAI supports staff members infected and affected by HIV/AIDS to access information about care and support groups and will direct staff to access accredited and appropriate Non – Government and church agencies.

4. EDUCATION AND PREVENTION

4.1 SHARED RESPONSIBILITY

HIV/AIDS prevention is the responsibility of all staff. JTAI recognises the importance of involving all staff members in the planning and implementation of awareness, education and counselling programs. JTAI supports the implementation and training of Peer Educators.

4.2 EDUCATION PROGRAMS

Education programs will be established and take into account the different needs of male and female staff members, different languages and cultures. Where appropriate and affordable, education programs will also be provided to family members and surrounding communities.

The education program will aim at promoting life skills such as communication, negotiation and self esteem to enable JTAI staff members to protect themselves from infection and to create awareness of the risks and prevention of HIV/AIDS for themselves, peers, family and the community.

4.3 COOPERATION

JTAI encourages and supports community links. Peer Educators will compile a list of Government, Non-Government and church organisations and invite them to support with awareness, education and training programs because of their expertise in specific areas.

4.4 SAFE SEX

Staff members will be encouraged to practice safe sex. JTAI will make male and female condoms and lubricants available in the workplace.

4.5 OCCUPATIONAL HEALTH AND SAFETY

JTAI promotes Universal Precautions in the workplace. Where appropriate, JTAI implement risk control measures to prevent exposure to HIV and other blood-borne viruses in the workplace. Where appropriate, JTAI will identify staff to be trained in safe first aid measures and ensure first aid kits are available in offices.

4.6 POST EXPOSURE PROPHYLACIS (PEP) TREATMENT

JTAI will advise staff members on procedures to access PEP Treatment.

4.7 PERSONAL RESPONSIBILITY

Every staff member is responsible for protecting themselves and has a moral and legal responsibility to protect others from HIV infection. Intentional transmission of HIV to another person is a serious criminal offence. JTAI through peer education, awareness and behavioural change programs, has a commitment to keep staff informed about specific risk factors.

5. IMPLEMENTATION AND MONITORING

5.1 HIV/AIDS COORDINATOR AND PEER EDUCATORS PROGRAM

JTAI recognises that peer educators can be extremely effective as an integral part of the HIV/AIDS workplace program. A peer educators program will be promoted with nominated staff receiving special training to conduct informal education, training and awareness activities and to act as support and resource personnel for other staff.

5.2 RESPONSIBILITIES OF MANAGEMENT

JTAI management will act as role models, creating awareness for HIV/AIDS issues, by encouraging staff members to discuss these issues openly and by supporting a working environment where infected and affected staff members can continue to work in an environment free of discrimination and stigma.

JTAI management will monitor the implementation of the HIV/AIDS workplace policy and program and take action if and when necessary.

5.3 POLICY PROMOTION

JTAI will promote the policy and program to staff in orientation materials and programs, to other associations and businesses and to the community.

6. REVIEW

JTAI has a commitment to review this policy annually and to revise it as necessary.