

# HIV/AIDS Policy

To help maintain harmony at the workplace as well as strengthen the existing bond between employer and the employee, the Company's policy on HIV/AIDS would be as follows:

1. The Company would implement all policies and directions of Government regarding HIV/AIDS as and when issued.
2. The Company would work in close coordination with National AIDS Control Organisation [NACO] in all programmes in this regard in the relevant sectors, with a view to provide safe and healthy work environment for employees.
3. The management and trade unions connected with the Company would unequivocally endorse non-discriminatory policy during employment and implement HIV/AIDS programs across the Company.
4. The HIV/AIDS programme will provide to Company's employee accurate an up-to-date information about risk reduction in the personal lives of all concerned.
5. The Company would educate its employees and the family on prevention, care and counseling of HIV/AIDS by providing information through posters, leaflets, articles in the company journal and encourage interactive sessions. Particularly, attention would be given to dispel ill-conceived notions and myths.
6. The Company would educate its employees on safe blood donation and transfusion.
7. Confidentiality regarding all medical information, especially HIV/AIDS status of the employees must be maintained by the treating doctors and the management. The information about the clinical diagnosis of a worker's status in terms of HIV/AIDS is to be kept strictly confidential. There will be no obligation on the part of the employees to inform the employer about their clinical status. All efforts shall be made to sensitize the concerned employees on issues of HIV/AIDS ensuring confidentiality.
8. HIV/AIDS test will not be part of the annual health check ups, unless specifically asked for by an employee through voluntary counselling programme.
9. The Company, as a policy, would not discriminate against any employee infected by HIV/AIDS with regard to promotions, training and other privileges and other benefits as applicable to the employees of the Company. The suffering from HIV/AIDS will not be a ground for termination of service of any employee unless s/he is incapacitated to perform his/her duties and is declared medically unfit by the medical doctor.
10. A HIV Positive employee would be allowed to continue to work in his/her job unless medical conditions interfere with the specific job that s/he is doing. In such a situation, the employee can be shifted to another suitable position.
11. Tendency of an employee refusing to work along side or with an HIV positive employee must be discouraged. Such employees should be made aware through periodic awareness programmes that HIV/AIDS do not pose any risk of transmission of the virus to co-workers through ordinary workplace contact. Employees should rather create a climate at the work place so as to make the affected person(s) comfortable and s/he gets a feeling of being a part of the family.

It is hoped that with this policy, it would be possible to control the spread of HIV, help build positive attitudes towards those infected and promote health and safety amongst the employees. This, in turn, would help the Company achieve higher productivity and efficiency.