



Basic principles of an HIV workplace policy

Before commencing any TB policy work development, review the “12 principles” below to check you understand the basic concepts to ensure your TB policy is aligned with HIV policy. “The 12 Principles of Workplace Policy for HIV and AIDS” Papua New Guinea National Aids Council 2003.

- Respect for human rights and equal opportunity
- Freedom from discrimination against employees with HIV (applications promotions, training, access to sickness & retirement benefits)
- The right for HIV positive employees to continue working if their physical condition permits normal work performance standards.
- The right for HIV positive employees (like those with any other life threatening illness) to negotiate assessment, job classification, or assignment to lighter duties or retirement when unable to perform to normal standards.
- Employers should encourage voluntary confidential counselling and testing. There will be no mandatory pre-employment or general workplace testing for HIV
- An employee with HIV is not required to inform his or her employer
- The right to keep medical and insurance information confidential
- The right for HIV positive employees to work with and alongside co-workers without fear (Co-workers should not refuse to work or withhold their services from fear of working with an HIV-infected employee)
- Employers will provide or facilitate awareness about HIV, STIs, TB and AIDS
- Employers will provide or facilitate access to community counselling services
- Employers will provide or facilitate access to condoms
- Training in infection control guidelines will be part of OHS programs in the workplace, and appropriate infection control equipment should be provided.

Your HIV policy

GENERAL STATEMENT The policy begins with a general statement or introduction that relates the HIV (and maybe TB) policy to the local context and existing business practices, including some or all of the following:

- The reason why the company has an HIV policy
- a statement about how the policy relates to other company policies
- Policy compliance with national and local laws and trade agreement



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Sample language



Company or public sector workplace X recognises the seriousness of the HIV epidemic and its impact on the workplace. The Company supports national efforts to reduce the spread of infection and minimize the impact of the disease. 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, 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 levels. It is in compliance with existing laws regarding HIV where relevant - otherwise insert 'existing laws on discrimination, working conditions, and safety and health'] and with the ILO Code of Practice on HIV and the world of work

[example Company XXX] HIV workplace policy

[Company XXX] recognises the seriousness of the on-going HIV epidemic and its impact on the workplace. The Company supports national efforts to reduce the spread of infection and minimise the impact of the disease.

The purpose of this policy is to ensure a consistent and equitable approach to the prevention of HIV infection among employees and their families, and to the management of the consequences of HIV, including the care and support of employees living with HIV.

The policy has been developed and will be implemented in consultation with employees at all levels. It follows existing laws regarding HIV where relevant.

Background

Our policy aims to align with new Global AIDS Strategy 2021–2026 to get every country and every community on track to end AIDS as a public health threat by 2030¹:

UNAIDS is the global lead agency in working toward zero new HIV infections, zero discrimination and zero AIDS-related deaths. UNAIDS works with—UNHCR, UNICEF, WFP, UNDP, UNFPA, UNODC, UN Women, ILO, UNESCO, WHO and the World Bank—and works closely with global and national partners towards ending the AIDS epidemic by 2030 as part of the Sustainable Development Goals.²

The UNAIDS global strategy aims to:

- keeps people at the centre to ensure that they benefit from optimal standards in service planning and delivery,
- remove social and structural barriers that prevent people from accessing HIV services,

¹ <https://www.unaids.org/en/resources/documents/2021/2021-2026-global-AIDS-strategy>

² <https://hivpreventioncoalition.unaids.org/hiv-prevention-2025-road-map/>



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- empower communities to lead the way, to strengthen and adapt systems so they work for the people who are most acutely affected by inequalities, and to
- fully mobilize the resources needed to end AIDS

In 2023, [Company XXX] acknowledges the impact of the global pandemic and the reduced pace of progress in reducing new HIV infections, increasing access to treatment and ending AIDS-related deaths is slowing down. See the latest global data on HIV³.

[Company XXX] aligns its policy with efforts focused on prevention of new HIV infections⁴

HIV Data Papua New Guinea 2023

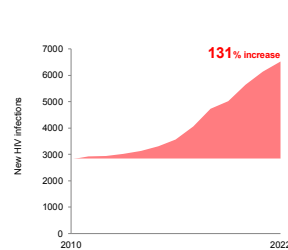
SNAPSHOT 2023

PAPUA NEW GUINEA



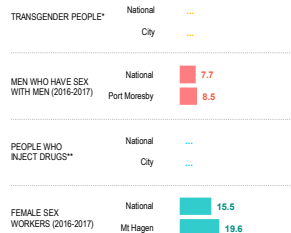
Source: Global AIDS Monitoring 2023 and UNAIDS 2023 HIV Estimates

New HIV infections trend



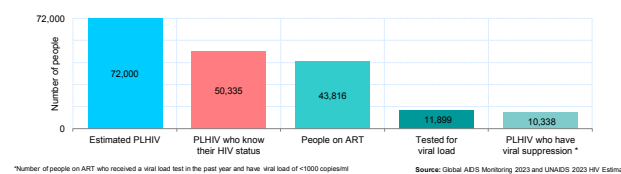
Source: UNAIDS 2023 HIV Estimates

HIV prevalence (%)



*TG data disaggregated from MSM data began in 2022. **No documented PWID Source: Serological surveys and Global AIDS Monitoring Reporting

Treatment cascade, 2022



Source: Global AIDS Monitoring 2023 and UNAIDS 2023 HIV Estimates

³ https://www.unaids.org/sites/default/files/media_asset/data-book-2022_en.pdf

⁴ <https://hivpreventioncoalition.unaids.org>



[Company XXX] Workplace HIV Policy and Annual Program Framework:

Policy Statement

[Company XXX] is committed to promoting a healthy, safe, and inclusive work environment in accordance with laws such as Papua New Guinea's HIV/AIDS Management and Prevention (HAMP) Act and the Public Health Act. In 2023, it is important to note that laws related to public health and HIV prevention and management are under review.

This policy also aims to address the intersecting challenges of HIV, Tuberculosis (TB), other sexually transmitted infections (STIs), maternal health and gender-based violence (GBV), and social issues such as overcrowded homes, and high rates of family dependency for wage earners which act as drivers of a wide range of threats to good health, health service seeking and adherence to treatments.

[Company XXX] is dedicated to implementing programs that foster equity, inclusiveness, and respect for all employees. It acknowledges differences in local level risk. Central to this policy is the acknowledgment and inclusion of groups and people who are most affected by HIV (and TB).

In PNG key populations include sex workers, transgender people, people of diverse sexuality, and people living with HIV. They are particularly vulnerable to HIV due to high prevalence of HIV-related risk behaviours, including concurrent sexual partnerships, low condom use, and high prevalence of sexually transmissible infections.

Objectives and Annual Plan of Activities for Workplace HIV Policy:

1. Prevention and Education:

- a. Develop a comprehensive HIV, TB, and STD prevention program that considers the specific challenges faced by employees in our organisation.
- b. Conduct regular educational sessions, workshops, and awareness campaigns addressing HIV 'hot spots', emphasizing prevention strategies and risk reduction.
- c. Provide information on the correct use of condoms, promote regular testing, and offer access to relevant educational resources.

2. Testing, Diagnosis, and Treatment:

- a. Facilitate accessible and confidential HIV, TB, and STD testing for all employees, ensuring availability of testing services in or near the workplace.
- b. Collaborate with free provincial level healthcare providers to ensure prompt diagnosis, treatment, and appropriate care for individuals who test positive.



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- c. Promote treatment adherence and provide support services to employees living with HIV, TB, or STIs, while respecting privacy and confidentiality.

3. Care, Support, and Referral Services:

- a. Establish partnerships with free provincial level health providers and community organisations to offer comprehensive care and support services.
- b. Provide information on available resources, including counselling, support groups, treatment centres, and social services.
- c. Ensure employees have access to appropriate referrals for specialised care related to HIV, TB, STIs, antenatal health, GBV, and other related services.

4. Addressing Stigma, Discrimination, and Gender-Based Violence:

- a. Develop and enforce a zero-tolerance policy for stigma, discrimination, and gender-based violence in the workplace.
- b. Conduct regular training sessions on equity, inclusiveness, and respectful workplace practices, promoting a culture of acceptance and non-discrimination.
- c. Establish confidential reporting mechanisms for incidents of discrimination, harassment, or gender-based violence, ensuring appropriate action is taken.

5. Annual Program Framework:

- a. Develop an annual program that addresses HIV, TB, STIs, antenatal health, GBV, impact on health by overcrowded homes and community areas, and the impact of family dependency on wage earners.
- b. Include a range of activities such as training sessions, workshops, health screenings, awareness campaigns, and peer support programs.
- c. Collaborate with relevant stakeholders, including community organizations and government agencies, to enhance program effectiveness and reach.
- d. Update HIV, TB knowledge and skills of workplace leadership and key personnel

6. Key Populations:

- a. Identify and implement targeted interventions and allocate resources to address the specific needs and challenges faced by key populations, including staff who engage in sex work or use sex and adult entertainment services in the course of work or nearby, transgender people, people of diverse sexuality, and people living with HIV.
- b. Engage key populations in the design, implementation, and evaluation of workplace programs, ensuring their meaningful involvement and representation.



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7. Monitoring, Evaluation, and Review:

- a. Establish mechanisms to monitor the implementation and impact of the workplace policy and annual program.
- b. Conduct regular evaluations to assess the effectiveness of interventions, identify areas for improvement, and ensure program alignment with UNGASS, HLM and PNG targets.
- c. Seek feedback from employees, key populations, and relevant stakeholders to ensure ongoing relevance, responsiveness, and inclusivity.

8. Resource Allocation:

Allocate necessary resources, including budget, personnel, and training materials, to support the implementation of the workplace policy and annual program in line with other significant workforce health threats such as high rates of Tuberculosis, low immunisation and general health screening participation.

Note: This annual plan of activities should be adapted and customised based on the specific needs, resources, and context of the workplace and the local and broader community. Regular monitoring, evaluation, and flexibility in adjusting the plan are essential to ensure its effectiveness and alignment with the evolving needs of employees and key populations.

Resources

Papua New Guinea Government HIV related documents:

- National Health Plan 2021-2030
- National HIV/STI Strategy 2023-2027
- Elimination of Mother to Child transmission of HIV/Syphilis/Hepatitis B. Viral Load testing road map.

Key HIV Links

- UNAIDS Papua New Guinea Country Update: <https://www.unaids.org/en/regionscountries/countries/papuanewguinea>
- HIV PREVENTION 2025 ROAD MAP: https://hivpreventioncoalition.unaids.org/wp-content/uploads/2023/05/JC3053_2022-HIV-Road-Map-Publication_En_v6-Final.pdf

UNAIDS guiding principles:

- Aligned to national stakeholders' priorities.
- Based on the meaningful and measurable involvement of civil society, especially people living with HIV and populations most at risk of HIV infection.
- Based on human rights and gender equality.
- Based on the best available scientific evidence and technical knowledge.
- Promoting comprehensive responses to AIDS that integrate prevention, treatment, care and support.
- Based on the principle of non-discrimination.