

SAMPLE POLICY

MANENO INSTITUTE - HIV/AIDS POLICY

1.1. Preamble

ABC is aware that HIV/AIDS affects the workplace in terms of AIDS related absenteeism. Nonetheless, ABC recognizes that a person who is HIV positive continues to be a productive employee.

1.2. Policy statement

To respond sensitively, appropriately and effectively to the HIV and AIDS pandemic through HIV and AIDS prevention, treatment, care and support interventions

1.3. Legal framework

The policy shall be implemented within the framework of:

- ☐ The constitution of Kenya
- ☐ The PSC Codes of Regulations and Code of Conduct and Ethics

1.4. Scope

This policy applies to ABC staff and trainees, both current and prospective.

1.5. Mainstreaming activities

- ☐ HIV and AIDS awareness workshops
- ☐ Voluntary Counseling and Testing
- ☐ Provision of HIV and AIDS materials
- ☐ Condom provision in the wash rooms and wellness center

1.6. Constitution and function of committee

The committee comprises of the nurse, guidance and counselling officer, drug and substance abuse committee chairman and two other members of staff. The terms of reference:

- ☐ Distribute updated information in HIV and AIDS
- ☐ Implement the National HIV and AIDS strategic plan
- ☐ Submit quarterly reports to National AIDS Control Council
- ☐ Mainstream HIV and AIDs issues in the workplace and training program

1.7. Management and implementation authority

ABC management will provide resources, administrative and operational mechanisms to the implementation and monitoring effectiveness of this policy.