

WOMEN'S UNIVERSITY IN AFRICA



Addressing gender disparity and fostering equity in University Education

HIV and AIDS & ANTI-SEXUAL HARASSMENT POLICY



HIV/AIDS AND ANTI-SEXUAL HARASSMENT POLICY

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WOMEN'S UNIVERSITY IN AFRICA



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ACRONYMS

1. WUA - Women's University in Africa
2. HIV - Human Immune Virus
3. AIDS - Acquired Immune Deficiency Syndrome
4. VCT - Voluntary Counseling Test
5. PEP - Post Exposure Prophylaxis
6. IEC - Information, Education and Communication
7. KAPB - Knowledge, attitudes, practices and behavior



FOREWORD

The HIV and AIDS scourge continues to threaten millions with the majority being the industrially active age group. With no cure in sight, we have continued to lose the productive manpower.

The negative impact of the pandemic has been felt in industry, agriculture and mining leading to reduced productivity. The higher education sector has not been spared. Students, lecturers and staff in the sector have dropped from schools, colleges and universities due to illness. The fact is that the HIV and AIDS pandemic is real, and is with us.

This HIV and AIDS and Anti-sexual Harassment policy, developed after wide consultations, is aimed at addressing such issues as stigma and discrimination against people living with HIV and AIDS, and protecting both sexes from sexual harassment at the university.

I take this opportunity to thank the WUA team that was at the forefront in the formulation of the policy, and the Association of African Universities for funding the Project.



Professor Hope Cynthia Sadza (Vice Chancellor)

WOMEN'S UNIVERSITY IN AFRICA



Addressing gender disparity and fostering equity in University Education

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WOMEN'S UNIVERSITY IN AFRICA

HIV/AIDS AND ANTI-SEXUAL HARASSMENT POLICY

STATEMENT OF COMMITMENT

Women's University in Africa (WUA) Management represented by the Vice Chancellor, employees represented by the Workers Committee Representatives and Students represented by Student Representative Council herein unreservedly agree to abide by this policy document as binding with effect from the date herein stated.

Signed at Women's University in Africa on this 20th day of January 2010.

Signature
Vice Chancellor

Signature
Workers' Committee Chairperson

Signature
Student Representative

PREAMBLE

Women's University in Africa acknowledges the seriousness of the HIV and AIDS epidemic in Southern Africa and its significant impact at the workplace. In Zimbabwe the prevalence rate is at 13.7% (GOZ 2009), which means the impact at organizational level is still high. WUA acknowledges that AIDS is a chronic, life threatening disease with social, economic and human rights implications.

Moreover, Women's University in Africa seeks to minimize these implications through comprehensive, proactive HIV/AIDS workplace programmes; and commits itself to providing leadership in implementing such programmes.

WUA is committed to equality, dignity and non discrimination of all persons and to creating a conducive environment of reciprocal respect among members of the University community. WUA recognizes that the conducive environment for academia and work includes the regard for the rights and feelings of all, free from sexual harassment. WUA affirms that sexual harassment is a violation of the fundamental rights, dignity and integrity of a person and that it undermines the advancement of learning, dissemination of knowledge, research and productive work and thus is committed to ensure the establishment of institutional mechanisms for the prevention of sexual harassment within the university community.

1. POLICY PHILOSOPHY

WUA recognizes the threat posed by HIV/AIDS and sexual harassment to the health of employees and students as well as the interest of the institution in pursuit of academic excellence. In so doing the institution is committed to the creation of a conducive environment for openness, care and support for those infected and affected by the disease. WUA also seeks to ensure an institutional climate that promotes gender equality, freedom from discrimination and from sexual harassment.

2. APPLICATION

This policy applies to all students and academic staff, administrative and support staff of the Women's University in Africa.

3. WOMEN'S UNIVERSITY IN AFRICA, HIV AND AIDS POLICY

3.1. OBJECTIVES

This HIV and AIDS policy seeks to:

- ♦ protect the rights of all employees and students infected and affected by HIV and AIDS.
- ♦ reduce the spread of the virus by providing education on HIV prevention and behavior change to all employees and students.
- ♦ reduce stigma and discrimination associated with HIV and AIDS by creating a supportive environment of compassion and understating for employees and students infected and affected by the virus;
- ♦ effectively monitor and evaluate the effectiveness of the measures taken to manage HIV and AIDS and its impact to the world of work; and
- ♦ enhance HIV and AIDS awareness through research and training in the WUA community.

3.2. LEGAL FRAMEWORK

The following legal instruments shall guide the implementation of the HIV and AIDS Policy:

- ♦ Republic of Zimbabwe National Policy on HIV and AIDS (1999).
- ♦ Code of conduct of HIV and AIDS and employment in the SADC.
- ♦ International Labour Organisation policy (2001)
- ♦ Labour Relations Act, S.I. 202/98 (HIV and AIDS) Regulations (1998).
- ♦ Zimbabwean Constitution (1979).
- ♦ The Labour Relations (HIV and AIDS) Regulations of 1998

3.3. ENFORCEMENT PRINCIPLES

Policy implementation shall be guided by the following principles:

- ♦ Women's University in Africa employees and students infected or affected by, or perceived to be infected by HIV and AIDS will be protected from stigmatization and discrimination. They will enjoy

- health and social protection in the same manner as other employees and students who suffer from other life threatening illnesses.
- ♦ HIV screening will not be required either as a condition of recruitment or enrolment unless required by law. There is no obligation on employees and students to inform WUA of their HIV status. Whilst there is no obligation on employees and students to disclose their HIV status, the Institution encourages those willing to do so.
 - ♦ WUA acknowledges that an employee and students' health information is personal, confidential and that reasonable precautions should be taken to protect information regarding an employee and student's health condition.
 - ♦ Breaches of this policy will be dealt with under the normal disciplinary and grievance procedures of WUA.

3.4. GUIDELINES FOR HIV AND AIDS

3.4.1. Recognition of HIV as an institutional issue:

- ♦ WUA has recognized that HIV and AIDS is a critical institutional issue. The University thus commits to put in place policies and programmes to support HIV and AIDS prevention as well as to mitigate the effects of the epidemic through this policy.

3.4.2. Non-discrimination:

- ♦ WUA shall not discriminate on the basis of actual or perceived HIV status in all employment and learning practices including opportunities for transfer, advancement, compensation, training and continuation of employment. The rights of employees and students infected with HIV and AIDS should be the same as the rights of employees and students experiencing other life threatening chronic diseases. Women's University in Africa will undertake activities to address HIV and AIDS related stigma in the workplace, including employee training and the promotion of an open, accepting and supportive working and learning environment for employees and students who choose to disclose their HIV status.

3.4.3. Gender Equality:

- ♦ WUA acknowledges that HIV and AIDS impacts on male and female employees differently. This includes the recognition that women normally undertake the major part of caring for those with AIDS related illnesses and that pregnant women infected with HIV have additional special needs. Employee and student assistance programmes will be designed to accommodate different impacts and take measures to redress gender inequalities, for example, by encouraging and supporting men as carers.

3.4.4. Healthy Work and Learning Environment:

- ♦ The University shall provide first aid kits and necessary protective equipment like latex and heavy duty gloves for use in emergency cases and for protection against the risk of transmission at the institution.
- ♦ Employees and students with bleeding or discharging wounds should keep them covered.
- ♦ The University shall train employees on proper use of equipment to avoid accidents, as well as training on universal precautions.
- ♦ WUA should set up a clinic manned by qualified personnel.

3.4.5. Social Dialogue:

- ♦ The implementation of HIV policy and programmes is the responsibility of the WUA HIV and AIDS committee which shall also ensure that the policy document is implemented. The management, employees and student representatives will also cooperate in the implementation of this policy and programmes in simple and unambiguous terms.

3.4.6. Screening for purposes of exclusion from employment, work processes or enrolment:

- ♦ The only medical criterion for recruitment and enrolment is fitness to work, or to learn. HIV infection does not, in itself, constitute a lack of fitness to work or learn.
- ♦ HIV screening will not be required either as a condition of recruitment, advancement or for continuation of employment or enrolment unless

required by law. However, in the event of the student or employee being incapacitated to work by illness WUA shall deal with the issue as incapacity/ill health according to the labour laws.

3.4.7. Confidentiality:

- ♦ WUA guarantees confidentiality of any medical information relating to the HIV status that any of its representatives may have in their possession by virtue of their position in the institution. WUA shall strive to create an environment that allows for and encourages voluntary disclosure of an individual's positive HIV status.

3.4.8. Continuation of employment and learning relationships:

- ♦ HIV infection is not a cause for termination of employment or expulsion. Employees and students with HIV related illnesses will continue in employment as long as they are medically fit for work and learning.
- ♦ In the case of termination of employment due to extended illness, employees with HIV and AIDS shall be accorded the same benefits and conditions which apply to other serious illnesses.

3.5. PREVENTION

- ♦ WUA shall provide employees and students with sensitive, accurate and up to date information to enable them to protect themselves from HIV and AIDS and other sexually transmitted infections.
- ♦ WUA shall regularly and consistently provide free supply of condoms to both male and female employees and students as a prevention measure.
- ♦ Post-Exposure Prophylaxis (PEP), where appropriate to employees and students exposed to the risk of HIV infection (e.g. through accident of sexual assault), whether in the Institution or elsewhere will also be availed to employees.
- ♦ WUA shall facilitate access to Voluntary HIV Counselling and Testing (VCT) to its employees and students. However, no employee shall be compelled to go for VCT.
- ♦ WUA shall develop a peer education programme.

3.6. CARE AND SUPPORT

- ♦ The university shall grant employees and students reasonable time off for counselling and medical treatment upon request. A medical letter shall, however, be required as proof of having seen a health practitioner, in the case of any other ailment.
- ♦ Sick leave shall be accorded as per the labour laws of the country.
- ♦ All employees and students shall be entitled to health services. WUA shall develop and maintain links with referral institutions.
- ♦ Medical aid shall be provided for all employees and their immediate families to include ADD ON, which allows those infected with HIV to purchase ARVs.
- ♦ Psychosocial support counselling shall be provided continuously by peer educators and where necessary, by external Service Providers.
- ♦ Nutrition and herbal garden training shall be conducted annually through an external service provider.
- ♦ WUA undertakes to provide Home Based Care training and demonstration kits where necessary to employees and students infected and affected by HIV and AIDS through peer educators.
- ♦ Peer counselling training shall be conducted bi-annually for peer educators.

3.7. HIV AND AIDS INSTITUTIONAL PROGRAMMES

3.7.1. Prevention:

- ♦ VCT shall be provided through an external service provider whenever the organization has a workshop. Employees and students will also be encouraged to use other VCT sites for HIV testing and counselling.
- ♦ Condoms shall be availed free of charge to employees and students and training on their correct and consistent use shall be done by peer educators.
- ♦ Employees exposed to the risk of HIV infection through accident or sexual assault will be facilitated with PEP according to Ministry of Health and Child Welfare (MOHCW) guidelines. Training on this shall be availed through awareness sessions.

3.7.2. Education:

- ♦ Management of HIV sensitization training shall be conducted annually.
- ♦ HIV and AIDS awareness/sensitization meeting/training will be conducted quarterly, initially by an external service provider and then by peer educators.
- ♦ Peer education training on HIV and AIDS shall be conducted annually.
- ♦ Training of Trainers sessions will be conducted and coaching skills shall be imparted at the first three workshops by an external service provider then annual reviews will be undertaken.
- ♦ Information, Education and Communication (IEC) material distribution, including posters, pamphlets and brochures will be provided to WUA regularly through peer educators.
- ♦ WUA shall provide resources for information, education and communication

3.8. POLICY REVIEW:

The review of this policy document shall be done annually by the HIV and AIDS committee, in consultation with AIDS service organizations. This policy shall be revised as and when necessary in order to reflect changes in legislation, as well as medical, occupational and employment developments with regard to HIV and AIDS in the country.

3.9. IMPLEMENTATION AND MONITORING

- ♦ Women's University in Africa has established an HIV and AIDS and Anti Sexual Harassment Committee to coordinate and implement the policy. The committee consists of employees representing all constituents of the University. The committee shall report regularly to the human resources department for workers and to faculty offices for students.
- ♦ In order to plan and evaluate its HIV and AIDS policy and programme effectively, WUA shall undertake a survey to establish baseline data and regular risk and impact assessment studies. The studies shall include knowledge, attitudes, practices and behavior (KAPB). Studies will be carried out in consultation and with the consent of employees and their representatives, and in conditions of complete confidentiality.

- ♦ This policy, and related information on HIV, will be communicated to all Women's University in Africa employees and students using the full range of communication methods available to the institution and its network of contacts.

3.10. MANAGEMENT RESPONSIBILITIES

Management responsibilities shall include the following:

- ♦ To fully comply with this policy.
- ♦ To take appropriate steps to provide equal opportunity and equality of treatment to employees and students living with HIV.
- ♦ Provide information and training to staff on HIV and AIDS appropriate to their business unit needs.

3.11. EMPLOYEE AND STUDENTS RESPONSIBILITIES

Employees and students responsibilities shall include the following:

- ♦ to treat all employees who are living with HIV with respect and in a non-discriminatory manner.
- ♦ to act in a responsible manner and not put other employees and students at risk.

4.0. WOMEN'S UNIVERSITY IN AFRICA ANTI-SEXUAL HARASSMENT POLICY

The document also includes WUA's commitment to promote equality, non discrimination and dignity through a reaffirmation to zero tolerance to sexual harassment. It is a core goal principle of WUA to ensure gender equality and justice through all WUA intervention and practices. Sexual harassment of employees and students occurring in the University is unlawful and shall not be tolerated. Further any retaliation against an individual who has complained about sexual harassment or retaliation against individuals for cooperating with an investigation of a sexual harassment complaint is similarly unacceptable.

WUA takes allegations of sexual harassment seriously and will respond promptly to complaints of sexual harassment and where it is determined that such inappropriate conduct has occurred, prompt and appropriate corrective action as is necessary, including disciplinary action, shall be taken.

While this policy sets forth our goals of promoting a university that is free of sexual harassment, the policy is used in conjunction with the WUA HIV/AIDS Policy.

4.1. OBJECTIVES

- ♦ Sensitise employees and students about their rights through training and dissemination of information on sexual harassment.
- ♦ Protect the rights of employees and students against sexual harassment through the creation of an institutional framework that responds to complaints of acts of sexual harassment. Provide redress including disciplinary action where appropriate.
- ♦ Create an institutional framework that encourages victims of sexual harassment to exercise their rights and take action to refuse to succumb to pressures of sexual harassment

4.2. STRATEGIES

Consistent with the existing law under Zimbabwe, WUA shall take all reasonable steps to ensure prevention of sexual harassment at the University. Such steps shall include:-

- ♦ Adopt and implement the WUA Policy and Regulations on Anti Sexual Harassment.
- ♦ Establish Anti-Sexual Harassment Committees to handle complaints of sexual harassment.
- ♦ Circulation of the Policy on Anti Sexual Harassment in English/Shona/Ndebele on sexual harassment to all employees and students by or in any way acting in connection with the work/ or function of WUA" Launching of sensitization programmes and advocacy for education about sexual harassment for students and staff at all levels of WUA and in all languages that include English/Shona/Ndebele
- ♦ Equipping members of the university community with skills and tools to defend themselves against sexual harassment.
- ♦ Integrating sexual harassment into the curriculum of the compulsory course unit on ethics for all students.
- ♦ Establishing a gender-responsive monitoring and evaluation framework for the prevention of sexual harassment.
- ♦ Promoting action-based research that highlights the root causes of sexual harassment

4.3 DEFINITIONS

For purposes of the present policy sexual harassment is defined as "unwelcome sexual advances, requests for sexual favours or unwanted physical, verbal or non-verbal conduct of a sexual nature". Such conduct would constitute sexual harassment when:

- 4.3.1. submission to such conduct is made either explicitly or implicitly as a condition of an individual's employment or academic achievement or advancement; or

- 4.3.2. submission to or rejection of such conduct is used or threatened or insinuated to be used as the basis for decisions affecting the employment and/or the academic standing of an individual;
- 4.3.3. such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance, or creating an intimidating, threatening, hostile or offensive working or learning environment.

4.4. LEGAL FRAMEWORK

The following legal instruments shall guide the implementation of the Anti Sexual Harassment Policy:

- ♦ **Constitution of Zimbabwe**

S23 (1) outlaws discrimination on the grounds of sex, gender and marital status

- ♦ **The National Gender Policy**

Outlines the need to legislate, enforce and educate all employees and employers against all forms of sexual harassment and unfair labour practices at work and in business

- ♦ **The Labour Act [Chapter 28:01]**

S8 in defining unfair labour practices outlines sexual harassment as an unfair labour practice

4.5. ENFORCEMENT PRINCIPLES

Enforcement and implementation of this policy shall be based on the following principles:

- 4.5.1. Any complaint lodged under this policy shall be treated with diligence, fairness, justice and due process, following the regulations attached hereto.
- 4.5.2. The WUA Legal Officer shall serve as resource person with regard to the interpretation of the regulations.
- 4.5.3. All complaints of sexual harassment will be treated with confidentiality to the extent practical. Only those individuals necessarily involved in the investiga-

tory process and the decision regarding resolution of the complaint should ordinarily be provided access to information regarding any allegation of sexual harassment.

4.5.4. Anonymous complaints are not permissible.

4.5.5. In any investigation of sexual harassment allegations, the accused must promptly be made aware of the complaint and of the identity of the complainant(s).

4.5.6. Investigations must be conducted promptly and thoroughly.

4.5.7. Determination of whether conduct amounts to sexual harassment shall be on a case-by-case basis, and determination of whether an environment is "hostile" must be based on all of the circumstances. These circumstances could include the frequency of the conduct, its severity, and whether it is threatening or humiliating.

4.5.8. Both the complainant and the respondent must be notified of the outcome of the investigation.

4.5.9. If the respondent is found guilty of sexual harassment, the punishment shall be executed through the appropriate channels of the university.

4.6. IMPLEMENTING ORGANS

A Select Committee known as the Women's University (Anti-Sexual harassment) Committee is the body, with appellent jurisdiction, charged with the duty and authority to ensure full implementation of this Policy.

Each faculty and administrative unit shall appoint an Anti-Sexual Harassment Committee to deal with complaints at the local levels.

4.6.1. Management Commitments

Management shall give all necessary assistance for the purpose of ensuring full, effective and prompt implementation of this policy. It shall further be

bound by the decisions of the HIV/ AIDS and Anti Sexual Harassment Policy and shall implement the same expeditiously.

4.6.2. The support to be provided to HIV/AIDS and Anti-Sexual harassment Policy includes:

- ◆ Secretarial and administrative support for training and other preventive actions.
- ◆ Helping to set up HIV/AIDS and Anti Sexual Harassment Committees
- ◆ Secretarial support during any enquiries incidental to the foregoing
- ◆ Adequate financial resources for all activities

4.6.3 The responsibility for preventive activities (regarding sexual harassment) rests with the Management of WUA.

4.6.4. The responsibility of taking prompt action on relevant office recommendations lies with the Vice Chancellor of WUA. However, if the Registrars have a difference of opinion, he/she may ask the Enquiry Committee to review its decision.

4.6.5. WUA is expected to provide adequate protection to Human Resources Officers in case of threats and any retaliation. Support and protection must also be provided (by Management) if matters go to court. Management should in all cases defend the Enquiry Committee and the complainant.

4.6.6. In the event the conduct complained against amounts to a specific offence under the Zimbabwean law or under any other law in existence, the HIV and AIDS Anti Sexual Harassment Committees, subject to the wishes of the complainant, shall take appropriate action in lodging a report with the appropriate authority. The WUA management will have to provide all manner of support required in such instances.

4.6.7. The WUA management will actively assist and do all that is necessary to ensure the safety of a complainant in the office premises or otherwise, in respect to any duties/activities performed in connection with her/his work, which take place outside office premises.

- 4.6.8. The WUA management has to ensure that the enquiry committee retain their autonomy and may work unhindered.
- 4.6.9. The proceedings under this policy shall not be stalled or postponed merely because the complainant is proceeding against the accused under any other provision of law.
- 4.6.10. The provisions of this policy shall not restrict the powers of the management or the complainant to proceed against the alleged offender for any other misconduct or other legal remedies.

REFERENCES

- ♦ Code of Conduct of HIV and AIDS and employment in the SADC 2002
- ♦ International Labour Organisation Policy (2001)
- ♦ Zimbabwe Constitution (1979)
- ♦ National AIDS Policy

APPENDIX I

Education of employees on HIV and AIDS

- 1.(a) Every employer shall cause to be provided for the benefit of every person employed by him, and at such place and time during normal working hours as he may appoint, education and information relating to-
 - (i) the promotion of safe sex and risk-reducing measures in relation to sexually transmitted diseases; and
 - (ii) the acquiring and transmission of HIV; and
 - (iii) the prevention of the spread of HIV; and
 - (iv) counseling facilities for HIV and AIDS
- (b) Education and information shall be provided in terms of subsection (1) by persons who have proven sound knowledge and expertise in matters relating to HIV and AIDS, and who are able to communicate information with consistency and accuracy.
- (c) The design of the education programmes shall be in accordance with guidelines approved by the relevant employer and employee organizations, in consultation with the Ministry of Health and Child Welfare and any other organization with expertise in HIV and AIDS related matters.
- (d) The provision of the education referred to in subsection (1) shall be at such intervals as the relevant employer and employee organizations may agree.

Medical testing on recruitment

- 2.(a) No employer shall require, whether directly or indirectly, any person to undergo any form of testing for HIV as a precondition to the offer of employment.
- (b) Subsection (1) shall not prevent the medical testing of persons for fitness for work as a precondition to the offer of employment.

Testing of employee for ;HIV and confidentiality

- 3.(a) It shall not be compulsory for any employee to undergo, directly or indirectly, any testing for HIV.
- (b) No employer shall, require any employee, and it shall not be compulsory for any employee to disclose, in respect of any matter whatsoever in connection with his employment, his HIV status.

- (c) No person shall, except with the written consent of the employee to whom the information relates, disclose any information relating to the HIV status of any employee acquired by that person in the course of his duties unless the information is required to be disclosed in terms of any other law.
- 4.(a) No employer shall terminated the employment of an employee on the grounds of that employee's HIV status alone.
- (b) No employee shall be prejudiced in relation to-
 - (i) promotion; or
 - (ii) Transfer; or
 - (iii) Subject to any other law to the contrary, any training or other employee development programme; or
 - (v) Status

Or in any other way be discriminated against on the grounds of his HIV status alone.

Eligibility for employee benefits

- 5.(a) Subject to any other law to the contrary, the HIV status of an employee shall not affect his eligibility for any occupational or other benefit schemes provided for employees.
- (b) Where in terms of any law the eligibility of a person for any occupational or other benefit scheme is conditional upon an HIV or AIDS test, the conditions attaching to HIV and AIDS shall be the same as those applicable in respect of comparable life-threatening illnesses.
 - (c) Where any HIV testing is necessary in terms of subsection (2) , the employer shall ensure that the employee undergoes appropriate pre- and post-HIV test counseling.
 - (d) Where an employee who opts not to ;undergo an HIV testing for the purposes of subsection (2), no inferences concerning the HIV status of the employee may be drawn from such exercise by the employee of the option no to undergo the testing.
 - (e) Where an employee undergoes an HIV testing for the purposes of subsection (2), the employer shall not, unless the occupational or other benefit scheme concerned is operated by the employer, be entitled to information concerning the HIV status of the employee concerned.

Sick and compassionate leave

6. Any employee suffering from HIV or AIDS shall be subject to the same conditions relating to sick leave as those applicable to any other employee in terms of the Act.
- 7.(a) Where a person is employed in an occupation or is required to provide services where there may be a risk of transmitting or acquiring HIV or AIDS, the employer shall provide appropriate training, together with clear and accurate information and guidelines on minimizing the hazards of the spread of ;HIV or AIDS and related communicable diseases.
- (b) The working conditions and procedures in relation to occupations referred to in subsection (1) shall be designed to ensure optimal hygiene precautions to prevent the spread of HIV or AIDS and related communicable diseases to employees and members of the public.
- (c) Personal protective devices shall be issued, free of charge, by the employer to persons employed in occupations referred to in subsection (1).
- (d) The employer shall cause to be reviewed, for safety and efficacy, the use of any equipment, devices, procedures, including first-aid procedures used, or guidelines followed, in any occupation referred to in subsection (1).

Copy of regulations for each employee

8. An employer shall provide every employee with a copy of these regulations.

Offense and penalty

9. Any person who contravenes any provision of these regulations shall be guilty of an offense and liable to a fine not exceeding five thousand dollars or to imprisonment for a period not exceeding six months or to both such fine and such imprisonment.

Appendix II

Guiding Principles

Guiding Principle 1: HIV and AIDS should be addressed through a multi-sectoral approach which will be co-ordinated by the National AIDS Council (NAC). All sectors, organizations and communities should participate actively in the fight against HIV and AIDS utilizing their comparative advantages.

Guiding Principle 2: The human rights and dignity of people living with HIV and AIDS should be promoted and protected. Discrimination and stigmatization should be avoided as far as is consistent with the rights of society and those who are uninfected.

Guiding Principle 3: Confidentiality regarding a person's HIV status should be respected. Legal provisions should be made to enable health professional to disclose a client's/patient's HIV status to those who have critical reasons to know.

Guiding Principle 4: The promotion of marital integrity and sustainable should be a primary objective of society.

Guiding Principle 5: Reducing HIV transmission should be central to combating the HIV and AIDS epidemic.

Guiding Principle 6: Quality STI care services should be made available and accessible at all levels of the health care delivery system and in the community.

Guiding Principle 7: Safety of all blood and blood products should be ensured before any transfusion.

Guiding Principle 8: Transfusion of blood and blood products should be carried out only when absolutely necessary.

Guiding Principle 9: To limit HIV transmission through sexual intercourse, condoms should be made available, accessible and affordable to all sexually active individuals.

Guiding Principle 10: Individuals and couples considering marriage or bearing children should have access to accurate information and HIV infection and pregnancy and Voluntary Counseling and Testing.

Guiding Principle 11: Breastfeeding should continue to be encouraged unless there are viable options to ensure appropriate infant and child feeding for women who know they are HIV positive.

Guiding Principle 12: Comprehensive, cost-effective and affordable care should be made accessible to people living with HIV and AIDS.

Guiding Principle 13: People with HIV and AIDS have the right to choose the type of care they want and should have access to accurate information regarding orthodox and traditional medicine.

Public awareness about the known benefits and limitations of the different sources of care should be made available to enable people to make informed choices.

Guiding Principle 14: Nursing care, by health professionals in collaboration with care providers from the community, churches, NGOs, traditional medical practitioners, etc, should be holistic and of acceptable quality.

Guiding Principle 15: Community Home Based Care should be fully developed and supported as an essential component of the continuum of care for PLWHA and their families.

Guiding Principle 16: Counseling services should be made accessible to all people affected by HIV and AIDS.

Guiding Principle 17: Voluntary HIV counseling and testing should be made available and accessible to all members of the public.

Guiding Principle 18: Access to information and counseling necessary for informed consent to HIV testing should be ensured as a fundamental human right.

Guiding Principle 19: An effective referral and discharge plan should be an integral part of the continuum of care.

Guiding Principle 20: Burn-out experienced by health care and other HIV and AIDS care providers needs to be recognized and addressed as a serious and fundamental problem.

Guiding Principle 21: Legalising mandatory testing is not recommended in any situation other than in the case of a person charged with any sexual offense that could involve risk of HIV transmission. In this case, prompt testing of the perpetrator is required. The assaulted person should be offered voluntary counseling and testing, and where appropriate, treatment at the expense of the State.

Guiding Principle 22: All asymptomatic people with HIV infection should be treated as any other healthy individual with respect to education, training, employment, housing, travel, health care and other social amenities and citizenship rights. People with AIDS should be treated as others who may have chronic or life-threatening conditions.

Guiding Principle 23: Partner notification of HIV status is an important issue for both men and women and should be encouraged and supported.

Guiding Principle 24: Where HIV or AIDS are deemed to be a public health concern, they shall be separately and confidentially notified by the practitioner in terms of the Public Health Act.

Guiding Principle 25: The rights of children and young people with, or affected by HIV and AIDS must be protected and respected.

Guiding Principle 26: Children orphaned as a result of HIV and AIDS shall not be discriminated against in any way and require such support as is necessary to grow up with respect and dignity.

Guiding Principle 27: Children and young people have the right to information and to advice on means to protect themselves from early sex, unwanted pregnancy and HIV/STI. Girls, in particular, should have equal access to education, training and employment. Abstinence and the deferment of sexual debut

should be a major component of reproductive health advice to the children and the youths.

Guiding Principle 28: Children and young people should be protected from any form of abuse that is likely to expose them to HIV infection.

Guiding Principle 29: Children and young people below the age of 16 years who have concerns about and/or have an STI have the right to appropriate counseling and care services and advice on means to prevent HIV/STI. The counseling and professional advice given should depend on each young person's circumstances and potential risk of HIV/STI.

Guiding Principle 30: Willful transmission of HIV in any setting should be considered a crime in the same sense as inflicting other life-threatening injuries to another.

Guiding Principle 31: Apply the most effective policies and strategies to deal with commercial sex work in order to reduce the transmission of HIV and STIs and deal appropriately with legislative provisions and revise those which do not comply with current community concerns.

Guiding Principle 32: Information, education, counseling, male and female condoms and STI care services must be made accessible and affordable to all sex workers and their clients.

Guiding Principle 33: Prisoners have basic rights that must be respected and protected including the right to HIV and AIDS/STI information, counseling and care.

Guiding Principle 34: Routine segregation of HIV infected prisoners is neither desirable nor practical.

Guiding Principle 35: Men and women should be accorded equal status with equal opportunity for education and advancement in all spheres of life.

Guiding Principle 36: Men and women need to understand and respect their own and each other's sexuality.

Guiding Principle 37: All HIV and AIDS/STI programmes should be gender sensitive and include gender-related issues.

Guiding Principle 38: Gender violence in any form and setting is unacceptable and should be prescribed by law.

Guiding Principle 39: All persons have the absolute right to clear and accurate information, education and communication on HIV and AIDS/STI.

Guiding Principle 40: Information, education and communication on HIV and AIDS/STI should address the relationships and promote positive family and cultural values through a language and approach which must be appropriate for the respective target groups, communities and individuals.

Guiding Principle 41: The development of IEC material should be based on participatory methods involving the intended target audience/population.

Guiding Principle 42: Mass media should be utilized in a manner positive towards cultural values in order to create and promote awareness about HIV and AIDS/STI and promote positive and supportive attitudes in response to the epidemic.

Guiding Principle 43: HIV and AIDS/STI research should focus on priority needs in Zimbabwe and should be undertaken through a co-ordinated and multidisciplinary collaborative strategy with active participation of the potential beneficiaries as well as the investigated community throughout the research process where possible.

APPENDIX III

Goals of the National Gender Policy

1. To eliminate all negative economic, social and political policies, cultural and religious practices that impede equality and equity of sexes.
2. To mainstream gender in all aspects of the developmental process.
3. To ensure sustainable equity, equality and empowerment of women and men in Zimbabwe in all spheres of life.

APPENDIX IV

Glossary of terms

Sexual harassment: unwelcome sexual advances, requests for sexual favours or unwanted physical, verbal or non-verbal conduct of a sexual nature.

Student: person registered to study with the university

Academic staff: persons employed full-time or part-time by the university as professors, lecturers or post declared by senate to be academic posts.

Administrative staff: persons employed on full-time or on a contract basis, who are not member of the academic staff and includes posts declared by the Registrar to be managerial administrative posts.

Employee: any person or individual who has entered into employment contract with the university to provide services to it in return for pay.

Employer: the Women's University in Africa

Workers committee: a group of workers representatives elected by employees as defined in terms of the Labour Act (chap 28.01) As amended from time to time.

Managerial representatives: group of employees chosen by the managerial staff to represent their interest in the Works Council.

