



ACCEPTED  
by the TBEC Board  
on February 11, 2025

A handwritten signature in blue ink, appearing to read 'P. Sommerfeld', is written over a horizontal line.

Paul Sommerfeld,  
Chair of TBEC Board

# **HIV/AIDS AND TB IN THE WORKPLACE POLICY**

**OF STICHTING TB EUROPE COALITION**



## HIV/AIDS AND TB IN THE WORKPLACE POLICY OF STICHTING TB EUROPE COALITION

### **1. Policy Objectives**

This HIV/AIDS and TB in the Workplace Policy of Charitable Organization “Charitable Fund “TB Europe Coalition” (“TBEC”) is intended:

- To prevent and reduce the risk of HIV and/or TB transmission in the workplace for TBEC members of governing bodies, staff, consultants and their partners and dependents;
- To ensure a supportive work environment for staff and consultants with or affected by HIV/AIDS and/or TB;
- To manage and mitigate the impact of HIV/AIDS and/or TB on the work of TBEC;
- To eliminate stigma and discrimination in the workplace on the basis of real or perceived HIV and/or TB status, or vulnerability to HIV and/or TB infection.

### **2. Definitions**

**‘Disease-related information’** includes information that someone:

- May have HIV (TB);
- Has been asked to have an HIV (TB) test or has been counseled about having a test for HIV(TB);
- Is receiving or has received treatment or counseling which suggests he or she may have HIV (TB);
- May have had experiences which put him or her at risk of exposure to HIV (TB);
- Has a close association or relationship with someone with HIV/AIDS (TB).

**‘Disease screening’** means any measurement of potential or actual HIV (TB) infection, whether direct (HIV (TB) testing), indirect (assessment of risk-taking behavior) or asking questions about tests already taken or about medication.

**‘Reasonable accommodation’** — means any modification or adjustment to an assignment, a job or to the workplace which is reasonably practicable and which will enable a person living with HIV/AIDS or TB to have access to, or participate or advance in, employment or relevant contract implementation.

### **3. Responsibility for Implementation**

In TBEC overall responsibility for implementation of this Policy rests with the Director who is responsible for ensuring the proper functioning of this Policy as well as all relevant procedural aspects of its implementation.

### **4. Disease Screening, Recruitment and Employment**

The only medical criterion for recruitment is fitness to work. Relevant infection does not, in itself, constitute a lack of fitness to work. Persons with relevant illnesses should be able to work as long as medically fit and not detrimental to the health of others as well as of self. There is no obligation on applicants or staff to inform TBEC of their disease status. Disease screening will not be required either as a condition of recruitment or for continuation of employment, unless required by law (e.g. for duty travel).



## **5. Confidentiality**

TBEC encourages a supportive work environment in which staff and consultants can discuss HIV/AIDS and TB openly, including their own experience living with HIV/AIDS and/or TB. Where staff or consultants disclose that they or their dependents are living with HIV/AIDS and/or TB, the confidence will be respected with regard to the circumstances in which the information was shared. If there is any doubt, the person living with HIV/AIDS and/or TB should be consulted before further disclosure takes place.

Disease-related information (if disclosed to TBEC) relating to applicants for employment, staff, consultants or dependents will be kept strictly confidential.

Staff and consultants working for TBEC should be aware that the unauthorized disclosure of Disease-related information may lead to legal responsibility of the person who discloses the information.

With the voluntary and informed consent of the person concerned, Disease-related information may be disclosed strictly as necessary for legally justified purposes.

## **6. Travel, Assignment and Vaccination**

When arranging travel to other countries, the person responsible for administrative matters in TBEC will provide the relevant staff and consultants with the information on any legal restrictions or requirements for entry for people with HIV and/or TB, as well as on any recommended or required vaccines. Relevant individuals must make personal choices as to whether or not they wish to attempt to travel to countries with such legal restrictions or requirements, as well as seek medical advice on the advisability of vaccination according to their particular health status. If a staff member or a consultant cannot undertake the travel for the above reasons, reasonable accommodation will be sought to identify other ways of accomplishing necessary tasks.

## **7. Prevention**

TBEC will provide staff with sensitive, accurate and up-to-date information to enable them to protect themselves from HIV and TB.

## **8. Occupational or Other Exposure**

In case of work-related events involving the risk of exposure to the relevant infection factors, universal precautions shall be used to ensure there is no risk of transmission of HIV or TB.

## **9. Information and Training**

TBEC will provide information and training on the workplace issues raised by the relevant epidemic, on appropriate responses, and on the general needs of people living with HIV/AIDS and/or TB and their careers. Such information and training will be gender sensitive, as well as sensitive to race, disability, and sexual orientation. Information will include the availability of local support organizations for people living with HIV/AIDS and/or TB, and other affected communities.

## **10. Stigma and Discrimination**

TBEC will not discriminate on the basis of actual or perceived HIV or TB status, or membership in a group at increased risk of HIV or TB infection, in the conditions of work, including opportunities for transfer and advancement.



Staff living with HIV/AIDS and/or TB will be treated no less favorably than staff with other serious illnesses.

TBEC will undertake activities to address HIV (TB) and related stigma in the workplace, including through staff training and the promotion of an open, accepting and supportive work environment for staff who chose to disclose their HIV (TB) status.

### **11. Reasonable Accommodation**

TBEC may reasonably accommodate the special needs of staff living with, or directly affected by HIV/AIDS and/or TB on a case-by-case basis, subject to the overall requirements and capabilities of the organization as well as the decision of the Director. Reasonable accommodation may include flexible working hours and time off for counseling and medical appointments, extended sick leave, transfer to lighter duties, part-time work, and return- to-work arrangements.

### **12. Termination of Employment**

HIV or TB infection is not a cause for termination of employment. Staff with relevant illness will continue in employment as long as they are medically fit for available, appropriate work.

In the case of termination of employment due to extended illness, staff with HIV/AIDS and/or TB will be accorded the same benefits and conditions as apply to termination due to other serious illnesses.

### **13. Gender Dimensions**

TBEC acknowledges that HIV/AIDS and/or TB may impact on male and female staff or consultants differently, including recognition that women normally undertake the major part of caring for those with the illnesses. Any response by TBEC will be designed to accommodate these differing impacts, and as appropriate to redress gender inequalities, for example by encouraging and supporting men as carers.

### **14. Revision of the Policy**

TBEC may revise this Policy as necessary in consultation with staff.