

# Workplace Action on HIV/AIDS

The newsletter of  
the ILO Programme  
on HIV/AIDS  
and the World of Work  
**ILOAIDS**

Issue 5  
November 2004



International  
Labour  
Organization



**Delivering  
resources**

- help where it's needed

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## Building networks, implementing solutions

The ILO at the XVth International AIDS Conference  
11-16 July, Bangkok, Thailand

'Access for All'. The conference theme reflected the need for groups and individuals to have access to all the resources developed over more than 20 years of responding to HIV and AIDS, with a view to expanding and revitalizing action in all areas.

As a cosponsor of UNAIDS, the ILO was present to fulfill its mandate for advocacy and capacity building on the social, economic and labour impact of the epidemic. The ILO brought the attention of the conference to the role of the workplace in establishing comprehensive programmes that link prevention to care and the protection of the rights of those affected. This included a substantive contribution to the UNAIDS 2004 *Global Report on AIDS*, presented at the Conference.

The ILO stressed the importance of overcoming stigma and discrimination, promoting access to care and treatment, and creating resources for HIV/AIDS prevention and care at the workplace.

### A full ILO/AIDS programme

Highlights at the conference included the **press launch** of the report: *HIV/AIDS and work: global estimates, impact and response* (see opposite) – a contribution to research and policy analysis on core developmental implications of the epidemic.

A **skills building session** on the theme 'Working with employers and workers to implement HIV/AIDS workplace policies and programmes' promoted social dialogue in developing workplace policies and programmes, and provided policy and technical guidance. The session was interactive and participatory: examples of workplace practice were used to identify opportunities and obstacles in workplace action, and define the roles and responsibilities of employers and workers. The ILO Workplace Action Pack - a collection of tools to inform policy and programme development - was presented and used in the session. It includes the *ILO Code of Practice on HIV/AIDS in the world of work* and accompanying training manual; guidelines for employers and for workers; components of a workplace policy and practical steps for implementation; a Consensus Statement summarizing good practices in HIV/AIDS workplace action; and three posters to use at the workplace.

The ILO's **leadership sessions** contributed to the leadership programme by bringing together leaders in the world of work (from government, business and labour):

► The **leadership forum** was a tripartite consultation to produce a statement focused on strengthening and accelerating workplace action in five key areas of response to the epidemic:

- developing, implementing and enforcing effective policies;
- scaling up HIV prevention, treatment, care and impact alleviation programmes;
- significantly increasing financial and human resources available for essential programmes;
- mobilizing new and stronger leadership; and
- enhancing the accountability of leaders in mounting an effective response.

The world of work statement was then incorporated into a general statement from leaders in all sectors which was presented at the closing ceremony.

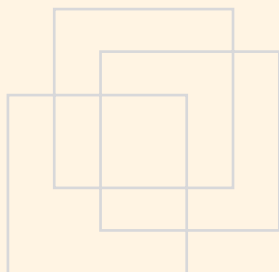
► A '**meet the leaders**' session was also held where participants interacted with leaders from the world of work, and together examined the challenges and opportunities in implementing workplace policies and programmes.

ILO/AIDS made three presentations: one orally - *Overcoming discrimination to promote access to care through the workplace*, and two through posters - *HIV/AIDS and the world of work: from policy to action* and *Extending workplace HIV/AIDS prevention, care and support programmes to the community through public-private partnership*.

Throughout the Conference the ILO stand, in the UNAIDS space with fellow cosponsors, showcased the projects, products, tools and services of the ILO (HQ and Regional offices), employers' and workers' organizations, and various companies and business alliances.

### A significant impact

All of this activity contributed to an improved understanding of the threat of HIV/AIDS to the world of work and sustainable development. Commitment was consolidated among ILO constituents and their development partners to support prevention and care programmes at the workplace, and a new emphasis placed on access to treatment. Huge numbers of people stopped at the stand, shared ideas and experiences, strengthening our understanding, contributing to mechanisms and networks for sustained follow-up, and helping strengthen and renew our commitment.



## The ILO Programme on HIV/AIDS and the World of Work

### Why HIV/AIDS is a workplace issue

Over 38 million people around the world are infected with HIV. At least 26 million are workers aged 15 to 49, in the prime of their working lives.

The consequences are felt by enterprises, national economies and workers and their families. The world of work is affected in many ways:

- reduced supply of labour
- loss of skilled and experienced workers
- stigma and discrimination at the workplace
- increased labour costs for employers and reduced productivity
- contracting tax base, falling investment and slowing economic growth
- loss of family income and a growing burden of care, especially for women
- early entry of children into active employment.

### The role of the ILO

The ILO is the UN agency with responsibility for the world of work. It has a special place in the fight against AIDS because of its tripartite structure, enabling it to mobilize governments, employers and workers in 177 countries; direct access to the workplace; long experience in setting standards to protect the rights of workers; a global network of field offices; substantial experience in technical cooperation; and capacity for research and information dissemination.

The ILO has set up a global **Programme on HIV/AIDS and the World of Work**. Its main objectives are to:

- raise awareness of the economic and social impact of AIDS
- help governments, employers and workers support national efforts to reduce the spread and impact of HIV/AIDS
- fight discrimination and stigma related to HIV status.

Key areas of activity are:

- Research, policy analysis and advocacy on HIV/AIDS issues in the world of work
- Advice to governments and the social partners on integrating workplace issues in national AIDS plans, and on revising labour laws to address HIV/AIDS
- Support for employers and workers to develop and implement workplace policies and programmes on HIV/AIDS
- Education materials and training programmes to guide the application of the *ILO Code of Practice on HIV/AIDS and the world of work* and strengthen the capacity of governments and the social partners to respond to HIV/AIDS.

### Moving from policy to action

As ILO/AIDS moves into its fourth year of operation, the programme has become more action-oriented. In the initial phase, the ILO Code of Practice responded to needs for guidelines to formulate policies; now the emphasis is on responding to the needs of the ILO's tripartite constituents for action through specific workplace interventions aimed at prevention, care and support and treatment. A clear indication of this focus on the specific and local is the rapidly-expanding technical cooperation programme, which now coordinates projects in 29 countries plus the Caribbean sub-region.

In this regard, the materials which ILO/AIDS presented to the International AIDS Conference in July reflect this transition from global to specifics. First, the report *HIV/AIDS and Work: Global estimates, impact and response 2004* (described more fully below) was launched as a biennial publication to provide regular estimates and projections of the impact of HIV/AIDS on men and women in the workforce in over 50 countries. These constitute vital data for policy makers at all levels and in a range of sectors, and clearly illuminate the relationship between sustainable development and the social, economic and labour impact of HIV/AIDS. At the other end of the spectrum is a collection of tools to guide the social partners as they implement concrete measures at the workplace: the Workplace Action Pack includes guidance on implementing workplace policies and programmes and pointers for recognizing and replicating good practice in workplace action. The report on ILO/AIDS technical cooperation (see p. 11) shows the range of country, sector and enterprise-level activities carried out by the ILO in partnership with key donors, such as the US Department of Labor, SIDA (Sweden), the Italian Government, GTZ (Germany), and in cooperation with our tripartite constituents.

We look forward to interesting and challenging times ahead, as we continue to contribute in an increasingly meaningful and effective way to the global response to HIV/AIDS within the framework of the Joint United Nations Programme on HIV/AIDS (UNAIDS).



**Franklyn Lisk**

*Director, ILO Programme on HIV/AIDS and the World of Work*

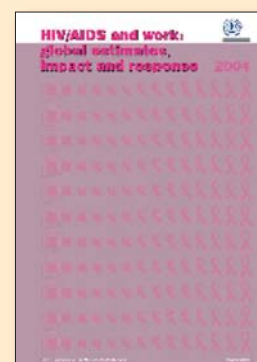
## New ILO report: global estimates of the impact of HIV/AIDS on the world of work

**A major new report from ILO/AIDS presents global estimates for 2004 of the impact of HIV/AIDS on the labour force, on men and women of working age, on children, and on the economy in 50 countries, and traces its possible future impact in projections to 2015.**

*HIV/AIDS and work* is designed to inform awareness-raising, information and education programmes; advocacy activities; and workplace and national policy-making. The report covers estimates of the numbers of persons in the labour force between 15 and 65 years who are HIV-positive; those who are partially and who are fully unable to work because of illness; labour force losses due to the mortality of male and female workers; annual deaths of women and men of working age; and the numbers of orphans under 18 years as a result of AIDS.

The report brings together the most recent data from the United Nations and UNAIDS, as well as the most recent labour force estimates developed at the ILO, which means it can serve as a stand-alone reference. It also provides estimates of HIV prevalence and basic demographic data by country. A number of new indicators developed by the ILO are included which make it possible to assess the current and future global impact of HIV/AIDS on work for the first time.

The impact of HIV/AIDS is analysed in terms of the slowing rate of growth of economies and the increasing economic and social burden on the working population. The report outlines policy implications and the supportive environment policies can provide, the increasingly important role of the *ILO Code of Practice* in informing national and workplace policies, and the potential for expanded access to workplace-based programmes of prevention, treatment and care for workers, for their families and for their communities. Examples of a range of responses are included.



*ILO/AIDS is in a unique position both to conduct research on the effects of HIV/AIDS on the world of work, and to develop solutions for the workplace. ILO/AIDS offers **HIV/AIDS and work: global estimates, impact and response** as a policy tool for its tripartite constituents and the **Workplace action pack** (see opposite) to support programme implementation.*

## Russia analyses the socio-economic impact of its HIV/AIDS epidemic

**A new model of the socio-economic consequences of HIV/AIDS in the Russian Federation developed by ILO/AIDS and the ILO Moscow Office reveals that by 2050 the epidemic could have cut Russia's population by 2-5 %. Since three-quarters of those infected would be aged 15-29, most of the decrease would be among young people in the prime of their reproductive and productive life. Russia's working population could be cut by 1.1 million in 2015 and by 2.1 million in 2050.**

*Minister of Labour and Social Development, Alexander Pochinok, taking part in the launch of the model of the socio-economic consequences of HIV/AIDS in the Russian Federation, flanked by Pauline Barrett-Reid, Director, ILO Subregional Office for Eastern Europe and Central Asia, and Franklyn Lisk.*



*In recent years, the Russian Federation has experienced a steep rise in HIV infection rates. The total number of reported HIV cases rose from 11,000 to over 200,000 between 1998 and 2002. Although the absolute number of people infected with HIV is relatively small, the growth rate is now one of the highest in the world. The epidemic has been reported in more than 30 cities and 86 of the country's 89 regions. Up to 90% of infections are officially attributed to intravenous drug use.*

*A copy of the report: The Socio-economic consequences of HIV/AIDS in Russia: An ILO Model, is available on the ILO/AIDS website.*

The launch of the model by the Russian Ministry of Labour and Social Development on 20 February 2004 was attended by representatives of government, academic institutes, international organizations, donor embassies and the media.

“The ILO is committed to strengthening the capacity of our tripartite constituents to contribute to national efforts against HIV/AIDS. This model is a valuable practical tool for our constituents to help them formulate and implement HIV/AIDS policies for prevention, care and treatment,” said Franklyn Lisk, Director, ILO/AIDS.

Alexander Pochinok, Minister of Labour and Social Development, welcomed the ILO initiative. He said, “HIV/AIDS prevention is one of the six priorities in our cooperation with the ILO for this biennium”. He stressed that, in the context of the Decent Work Agenda, it was important not to allow any form of discrimination in the workplace against people living with HIV/AIDS.

The model takes into account a range of parameters in calculating the probable impact of the epidemic up to 2050, and covers the epidemiological situation (number of HIV-infected persons and people living with AIDS); labour market (working population and productivity); health expenditure; pension schemes (pensioners by type of pension,

replacement rate and contributions); short-term disability benefits expenditure; and gross domestic product (GDP).

It has already predicted a fall in GDP of 2-5% and an increase in health expenditure of 0.5% of GDP (peaking in 2010-15 as people infected in 2000-02 became sick with AIDS); an increase in short-term disability benefits of 5-7% and an increase in pension fund revenues of 2-6%.

The model can be applied with some adjustments to individual regions of Russia and to countries where social protection systems are similar, for instance, other CIS states. It can be used as a budgeting and analytical tool for government and other experts, planners and decision-makers, as well as employers' and workers' organizations and NGOs.

## New HIV/AIDS legislation in Zambia

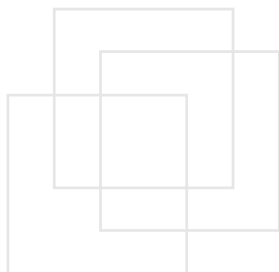
For the past two years, in the context of strengthening labour administration in Southern Africa, the ILO has been working in Zambia with the Ministry of Labour and workers' and employers' organizations to amend the Employment Act so that it recognizes HIV/AIDS at the workplace and provides guidelines to protect employees.

The amendments require workplaces to undertake programmes on HIV/AIDS in line with the ILO Code of Practice. This includes education on HIV/AIDS transmission, safe sex, living positively, tackling HIV/AIDS-related discrimination and stigma. They prohibit pre-employment screening, establish confidentiality rules related to HIV status, promote safety in workplaces where employees are in contact with body fluids, and provide for compensation for employees who contract HIV infection as a result of their employment.

When adopted by Parliament, the amended Act will provide a solid foundation for ILO constituents in the country to develop and implement consistent HIV/AIDS policies and practices at the workplace. The content of the amendments is not exclusive to Zambia and can be used as a model for replication in other countries in the region.

## World of work forum on HIV/AIDS in Jakarta

Over 80 per cent of the 130,000 people living with HIV/AIDS in Indonesia are in the most productive years of their lives (20-49). Jakarta has the highest prevalence, followed by Papua, East Java, Riau and Bali. The main causes of transmission are heterosexual intercourse



(53.7%) and needle-sharing among intravenous drug users (20.9%).

On 26 April 2004, the ILO held the World of Work Forum on HIV/AIDS, featuring the signing of a Ministerial Decree on HIV/AIDS Prevention and Control in the Workplace, based on the ILO Code of Practice, and celebrating the launch of the Bahasa Indonesian version of the ILO/AIDS education and training manual. The Forum, which was linked to International Safety and Health Day celebrations, included a presentation and discussion on the results of an ILO baseline survey on the implementation of the Code in a number of companies, and an award-giving ceremony for companies with best practice programmes. The awards were sponsored in conjunction with the Indonesian Employers' Organization.

The forum was attended by representatives of companies, trade unions and government as well as leading non-governmental organizations, partners from UNAIDS, and the UN Theme Group on HIV/AIDS. ILO Office Director Alan Boulton is currently Theme Group Chair.

## Business responds to AIDS in Indonesia

"With the large and increasing number of people living with HIV/AIDS, it will adversely influence our businesses, communities and nation," said the Chairman of the National Business Alliance on HIV/AIDS (NBA), Hadi S. Topobroto, speaking at the opening of the Asia Pacific HIV/AIDS Private Sector Mobilization Workshop in Bali from 10-12 December 2003. Alan Boulton said, "The participating businesses can discuss this issue in a constructive environment, where those who already have experience in coping with HIV/AIDS in workplaces and inform and teach others of their experiences".

The programme covered mobilizing the private sector; access to companies; workplace training; the importance of small and medium-sized enterprises; the role of workers' representatives; stigma and discrimination; legislation and regulation; regional and global sources resources; and a regional strategy.

The workshop was convened by UNAIDS with support from the ILO and the NBA. Participants represented private companies, employers' federations, business coalitions on HIV/AIDS and the UN (ILO, UNDP and UNAIDS) from nine countries in the Asia Pacific Region. It gave ILO staff working in HIV/AIDS in the region an opportunity to share experiences, and discuss the development of country programmes and how they might work more actively with UNAIDS in mobilizing and supporting the private sector.

## Barbados workshop on HIV/AIDS in the workplace

In February 2004, the Barbados Employer's Confederation (BEC), in conjunction with the Barbados Chamber of Commerce and Industry (BCCI) and the Ministry of Labour, hosted a workshop on *HIV/AIDS in the Workplace: Best Practice in Business* to raise employers' awareness of the advantages of developing an HIV/AIDS workplace policy. The workshop was attended by representatives of 35 BEC and BCCI member companies.

The workshop was opened by Senator John Williams, Minister of State in the Prime Minister's Office. Presentations were made by Ms. Sarah Adamakoh of the Chronic Disease Research Centre, Mr. Ed Bushell of the National HIV/AIDS Commission, and Dr. Winston Husbands of the AIDS Committee of Toronto, Canada. A message of greeting was read from Mr. Franklyn Lisk, ILO/AIDS Director. He said the ILO followed with interest the activities of the social partners in the Caribbean on HIV/AIDS. He mentioned the contribution the employers' and workers' organizations had made to the Barbados Policy on HIV/AIDS in the workplace and the excellent section on HIV/AIDS in Protocol Four of the Social Partnership.

He said the workshop was a logical follow up to the tripartite inter-regional meeting in December 2003 where "...we took an important step in clarifying the key components of good practice in workplace action on HIV/AIDS".

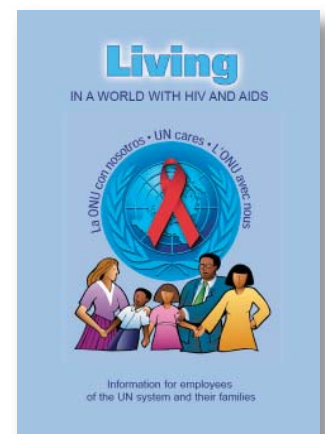
He drew attention to the new phase of social dialogue among employers and workers arising out of the IOE-ICFTU collaboration agreement on HIV/AIDS (see pages 6 - 7).

## HIV/AIDS project in UN workplace, India

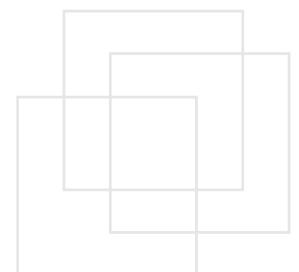
Estimates suggest that as many as 3,000 UN officials are living with HIV/AIDS around the world. Relatively high mobility and prolonged absences from family and social support networks may be partly to blame. Most UN agencies have reacted by adopting the UN personnel policy on HIV/AIDS. A Guidance Note for the United Nations Resident Coordinator System on HIV/AIDS in the UN Workplace, issued in 2000, is being followed up with a UN Learning Strategy on HIV/AIDS. A project covering 1,400 UN officials in India will enhance collaboration amongst agencies and develop an enabling environment at the UN workplace on HIV/AIDS. In 2002, the Committee of Cosponsor Organizations (CCO), chaired by the Secretary-General, named ILO lead agency for HIV/AIDS in the UN workplace.

*"It is estimated that one million people have been infected with the virus in the Asia-Pacific region this year, raising the total number of people with HIV/AIDS in the region to 7.4 million – the second largest after sub-Saharan Africa. Over 80% are in their prime productive years."*

*Hadi S. Topobroto, Chairman of the Indonesian National Business Alliance on HIV/AIDS (NBA), was speaking at the opening ceremony of the Asia Pacific HIV/AIDS Private Sector Mobilization Workshop in Bali in December last year.*



*Living in a World with HIV and AIDS: Information for employees of the UN system and their families - new edition, July 2004.*



## Social dialogue is a force against HIV/AIDS in the workplace

A series of recent meetings and events have accelerated the growth of cohesive action against HIV/AIDS. Since the issuing of the historic IOE-ICFTU statement 'Fighting HIV/AIDS together' on 12 May 2003 at the ILO, more and more organizations are supporting a collaborative approach.



Getting down to details: one of the working groups at the IOE-ICFTU meeting at the ILO, Geneva, in March this year to establish bipartite national action plans for eight countries in Africa.

### Calling for action

At the Xth African Regional Meeting in December 2003, delegates were encouraged to hear of the growing collaboration between employers and workers in the response to HIV/AIDS.

They adopted a Resolution that called on governments to support action by employers' and workers' organizations by including them in national HIV/AIDS coordinating mechanisms; and to strengthen the capacity of public health systems and education authorities to cope with HIV/AIDS and its consequences.

The Resolution urged employers, workers and their organizations to scale up their joint efforts to implement comprehensive workplace programmes, and to work in partnership with governments and international donors to extend access to antiretroviral treatment at the workplace and the community.

Finally it called upon the ILO to expand its support for the collaborative actions of the tripartite constituents by:

- strengthening their capacity through policy guidance and training;

- supporting IOE-ICFTU joint action plans to intensify prevention efforts, enforce measures against discrimination, and build capacity for the provision of care and support; and
- using its influence to advocate the vital role of the workplace in tackling HIV/AIDS, to increase support for the social partners throughout the UN system and to secure increased funding for HIV/AIDS programmes in the world of work.

### Achieving consensus on good practices

The December 2003 Tripartite Interregional Meeting on Best Practices in HIV/AIDS Workplace Policies and Programmes at the ILO, Geneva, brought together workers, employers and government representatives from around the world to analyse key issues and share experiences and lessons learned. Through discussions and in-depth examination in working groups, they developed a consensus statement (available on the ILO/AIDS website) to act as a guideline for workplace action and to support the implementation of the *ILO Code of Practice*.

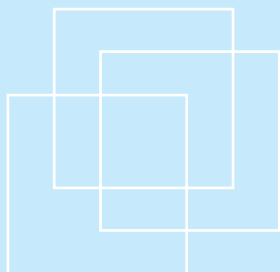
### Harnessing the worldwide networks of trade unions

The Global Unions Campaign on HIV/AIDS, launched on World AIDS Day, 1 December 2003 (see *Workplace Action*, issue 4, page 5), has achieved further successes in making HIV/AIDS a central issue for national trade unions. One example is in Latin America, where the Organización Regional Interamericana de Trabajadores (ORIT) hosted a candle-lit ceremony on the 28 April, the International Commemoration Day for Dead and Injured Workers. The event this year had a special emphasis on HIV/AIDS, and was attended by trade union representatives from several Latin American countries as well as from the Friedrich Ebert Stiftung, ILO, and UNAIDS.

The event took place during a special regional consultation in San José, Costa Rica, designed to assess discrimination and social exclusion of workers affected by HIV/AIDS.

In a separate series of events, Andrew Kailembo, General Secretary of the African Regional Office of the ICFTU, called upon trade union leaders throughout Africa to make April 28 a symbolic day to remember those who have died and highlight the plight of those suffering because of HIV/AIDS.

At the Caribbean Congress of Labour (CCL) Leaders' Summit on HIV/AIDS, solid



commitments were made to fight the disease. Clementine Dehwe, Global Unions HIV/AIDS Campaign Coordinator, delivered one of the opening addresses. The outcome of the summit was a strategic plan on HIV/AIDS for CCL that focused on prevention, care and support, a healthy working environment, human rights and non-discrimination. The trade union leaders also signed pledges to show their commitment in the fight against HIV/AIDS - some making personal pledges while others made organizational commitments.

## Launching bipartite national action plans

Representatives of employers and workers held a meeting at the ILO in March this year to develop joint action plans for workplace responses to HIV/AIDS. The meeting, following up on 'Fighting HIV/AIDS together', targeted eight countries in Africa - Côte d'Ivoire, Ghana, Kenya, Malawi, Mali, Tanzania, Uganda, and Zambia.

Andrew Kailembo, General Secretary of ICFTU-AFRO, said, "this meeting presents an unprecedented opportunity to put aside traditional differences between unions and managers. We must join forces to tackle this disease which is decimating the African workforce".

Antonio Peñalosa, IOE Secretary General commented, "the lessons learned in this initiative should help us to guide employers, workers and their organizations in other countries and regions". ICFTU and IOE hope that a bipartite approach, with its initial focus on countries in Africa, will soon be replicated in Asia, Latin America and Europe.

Ghanaian employers and trade union representatives spoke of progress already made working together, including the development of joint training materials and guidelines for workplace policies. Ampadu Yeboah, of the Ghana Employers' Federation said, "unions and employers realized that the Ministry of Labour wasn't developing the appropriate workplace policies, so we took it over. We jointly trained 220 peer educators from 72 organizations".

Kenyan union representative, Noah Chune, spoke of the impact of shop steward training under the ICFTU-AFRO regional training programme. An estimated 30,000 union members have been sensitized in Kenya, where unions use key union events, such as the May Day celebrations, to get the message out.

Dr. Jack Chow, Assistant Director-General of the World Health Organization, responsible for HIV/AIDS, Tuberculosis and Malaria, spoke

to participants of the value of joint action by employers and trade unions, remarking that "for many people, at least one third of each day is spent in the world of work. You have an enormous power to act together to really inspire workers and employers to join the fight against HIV/AIDS."

The participants also held discussions on resource mobilization with multilateral and national donors, including the Global Fund, GTZ and the Dutch and Swedish Governments.

## Building stronger partnerships

At a trade union meeting held at the International AIDS Conference in Bangkok, July, it was agreed that it was necessary to build capacity in several areas. Representation on the Global Fund to fight AIDS, Tuberculosis and Malaria was sought and participation in Country Coordinating Mechanisms was encouraged. Several activities were agreed in the framework of the Global Unions Campaign, such as the inclusion of the HIV/AIDS dimension in collective bargaining agreements and the training of union and workplace HIV/AIDS educators.

## Global union produces HIV/AIDS manual for the transport industry

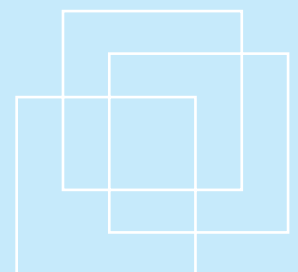
The International Transport Workers' Federation has published a new manual, *HIV/AIDS: transport workers take action*. Aimed at union leaders, negotiators, trainers and shop stewards, the manual is designed to help develop the capacity and skills of transport unions to develop workplace policies and HIV/AIDS collective bargaining strategies. It also includes chapters on understanding AIDS and suggestions for education activities.

David Cockcroft, ITF General Secretary, commented, "Very few collective bargaining agreements currently exist which cover HIV/AIDS issues comprehensively. The challenge is to learn from good practices and to adapt and replicate them in other countries, industries and companies, even in workplaces where unions are not able to negotiate collective agreements."

He added, "HIV/AIDS is a trade union issue - the more we see it as such the greater the potential is for really making a difference."

*"For many people, at least one third of each day is spent in the world of work. You have an enormous power to act together to really inspire workers and employers to join the fight against HIV/AIDS."*

*Dr. Jack Chow, Assistant Director-General of the World Health Organization*





Information brochure for the project 'Developing a Model on HIV/AIDS Prevention and Management in Workplaces: Outreach to Factories in Rayong Province'.

## Thailand: workplace interventions

Since 2001, the ILO has been assisting the Ministry's Department of Labour Protection and Welfare to promote and support HIV/AIDS workplace interventions. In addition to establishing a network of public and nongovernmental service providers to enterprises in Rayong province, the cooperation has involved strategic planning, awareness raising, capacity building and policy development. A pilot project supported by the World AIDS Foundation and UNAIDS has reached almost 100 enterprises employing over 5,000 workers in the Eastern Seaboard Industrial Estate with HIV/AIDS education, peer educators' training and guidance for the development of workplace policies. Provincial Labour Department officials, trade union representatives and other service providers have been trained to assist companies. The pilot ended in June 2004 and the model will be applied to a further 28 provinces.

Various tools have been developed: the Thai edition of the ILO Code of Practice and self-help guides for managers and trade unions contain advice for the development and implementation of HIV/AIDS workplace policies. In combination with technical support services provided to enterprises, the project has made use of a certification scheme—AIDS-Response Standard Organisation (ASO)—offering public



HIV/AIDS education in a factory in the Eastern Seaboard Industrial Estate. The CEO (in the centre of the picture) actively participates in the group work.

recognition to companies meeting a set of minimum standards in their response. The ILO has also assisted the stakeholders in drafting a national Code of Practice, which should serve as a precursor to the inclusion of provisions on HIV/AIDS in the Labour Protection Act. A milestone at policy level is the decision by the Social Security Office to cover the treatment of private sector employees from April 2004.

The strategies and tools developed for Rayong are now being used in an HIV/AIDS workers' education project at 2,500 workplaces. The project, funded by the Global Fund to Fight AIDS, Tuberculosis and Malaria, is being jointly executed by two of the ILO's partners: the Department of Labour Protection and Welfare and the Thailand Business Coalition on AIDS.

## Morocco: tripartite seminar

In December 2003, a national tripartite seminar on HIV/AIDS in Morocco agreed on a range of proposals for integrating HIV/AIDS programmes into the activities of the Ministry of Manpower.

In the short term, the workshop called for more activities to raise the awareness of occupational health personnel and labour inspectors at the Ministry on the impact of HIV/AIDS on the workplace; the integration of the Ministry into the National Strategy on HIV/AIDS; and more cooperation with the Ministry of Health.

The seminar also proposed the inclusion of HIV/AIDS in the world of work in all action undertaken by UNAIDS in Morocco.

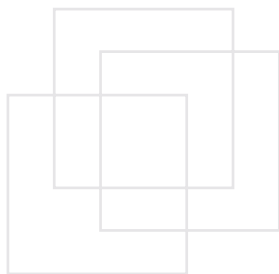
In the longer term, it was recommended that workplace action on HIV/AIDS be introduced into both the Ministry of Manpower's programmes and budgets and the Supreme Advisory Occupational Safety and Health Council's action programmes.

## Caribbean: Platform for Action on HIV/AIDS – 2 years on

Dynamic partnership strategies are emerging following the adoption of the Platform for Action on HIV/AIDS and the World of Work at an ILO meeting in the Caribbean in May 2002.

The Barbados Ministry of Labour and Social Security has prepared a Strategic Plan of Action for the Prevention of HIV/AIDS in the Workplace, 2004-2005. It has created a 'Core Group on HIV/AIDS in the Workplace' that includes representatives from the Ministry, the Barbados Employers' Confederation (BEC), the Congress of Trade Unions and Staff Associations of Barbados (CTUSAB), the Small Business Association, AIDS Society of Barbados and the Barbados Christian Council. At the request of the National HIV/AIDS Commission, it has also prepared a draft concept paper on creating a register to record cases of discrimination against persons living with and affected by HIV/AIDS.

The social partners are driving their point home with a new joint publication, *Social Partners of Barbados Code of Conduct on HIV/AIDS and Other Life Threatening Illnesses in the Work-*





place, which is based on the ILO Code of Practice. The BEC has also issued a booklet *Dealing with AIDS in the Workplace: Guidelines for Managers and Supervisors*.

The Ministry, BEC and CTUSAB have all been running sensitization activities for their staff. For its part, the Barbados Labour College is providing information on HIV/AIDS to trainees.

The Jamaica Employers' Federation is also moving to protect businesses. It has signed a 'Memorandum of Understanding' on HIV/AIDS in the workplace with the Jamaica Confederation of Trade Unions. It is a member of the Private Sector Organization of Jamaica which has been organizing public information sessions on the impact of HIV/AIDS and workshops to sensitize employers. It also has a voice as a member of the National AIDS Committee.

## Papua New Guinea: toolkit for employers and workers

By the end of 2003, it was estimated that there were 20,000-25,000 people living with HIV/AIDS in PNG, and the numbers are increasing by 15-30 per cent every year. Most people infected are aged between 15 and 34. Last year, the Parliament passed the HIV/AIDS Management and Prevention Act, which contains detailed provisions for employment situations.

Within the framework of the UNDP project 'Support to the National Response to HIV/AIDS in Papua New Guinea' the ILO is strengthening the workplace contribution. In consultation with trade unions, employers, the Department of Labour and other key agencies, it has drafted a toolkit to assist employers and workers in developing HIV/AIDS workplace policies. The toolkit is being pilot-tested in selected enterprises.

Previously, the ILO had provided technical support to a conference on HIV/AIDS and mining in Papua New Guinea, which was hosted by the PNG Chamber of Mines and Petroleum in November 2003. The event was the first of its kind in PNG, bringing together representatives from the mining industry, trade unions, NGOs, the Government and donor agencies.

## Ghana: new workplace initiative funded by USDOL

A new ILO HIV/AIDS workplace project was launched at the end of 2003. It is designed to help national authorities in Ghana implement HIV/AIDS prevention and education policies and programmes addressing stigma and discrimi-

ination at the workplace. The project, which is being financed by the US Department of Labor (USDOL), will run for three years.

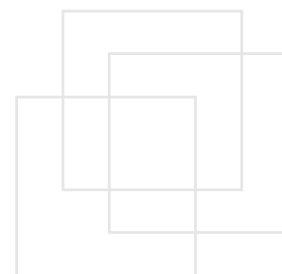
## Togo: tripartite consensus statement adopted

In the framework of the USDOL-funded project in Togo, the Ministry of Labour, the employers' and workers' organizations, participating in a tripartite national conference in July 2004, adopted a consensus statement committing themselves to fight against HIV/AIDS in the workplace and to promote the 10 key principles of the ILO Code of Practice, as well as encouraging voluntary counselling and testing (VCT). They also adopted a tripartite policy on HIV/AIDS and the world of work and the project plan of action. The meeting was preceded by separate sensitization workshops for representatives of the tripartite constituents.

## South America: tripartite action against HIV/AIDS

A clear advantage of tripartite collaboration is the possibility of bringing together scattered workplace initiatives, learning from examples of good practice, and then scaling up workplace action within the framework of existing structures and ongoing social dialogue. It was in order to promote and support the role of the tripartite partners in the national response to HIV/AIDS that the Director of ILO/AIDS, Franklyn Lisk, was invited to go to Paraguay and take part in a series of meetings in Asunción, that also included UNAIDS and GTZ. Mr Lisk, and ILO/AIDS Programme Officer Brigitte Zug-Castillo, met the Minister of Labour and the workplace partners separately, and then took part in a joint meeting that issued a declaration of commitment to tripartite collaboration on HIV/AIDS.

Mr Lisk and Ms Zug-Castillo also went to Brasilia to discuss the workplace role in an initiative of UNAIDS and the Brazilian Ministry of Health to establish an International Centre for Technical Cooperation on AIDS. This will be based in Brazil and will promote South-South cooperation. They discussed ways the ILO and its tripartite constituents could offer assistance. Mr Lisk also witnessed the signing of a Memorandum of Understanding between the Ministers of Labour of Brazil and Mozambique to strengthen the workplace response to HIV/AIDS, and became a co-signatory as a provider of technical advisory services. Finally, he took part in a meeting of the Tripartite Technical Working-group on HIV/AIDS in the world of work.



## Workplace programmes: what to do, where to find help and advice



**Dr Benjamin Alli,**  
**ILO/AIDS Coordinator**  
**of Technical Cooperation**  
**and Advisory Services, an-**  
**swers basic questions on**  
**the funding of HIV/AIDS**  
**initiatives.**

*If I wanted to start a workplace HIV/AIDS programme, what are the first steps I should take to find funding?*

You should contact embassies in your country to find out which of them offer direct bilateral funding. They may refer you to their national development cooperation agency, such as SIDA, the Swedish Development Agency, GTZ in Germany or USAID for the USA.

However, before taking this step, make sure that you have prepared a written project proposal that's good and serious enough to attract the interest of the funding body.

*The development of a good project proposal requires a level of expertise that is often hard to find. What could I do to make sure that my proposal has a chance of being successful, and how can the ILO help me?*

ILO constituents can send a draft project proposal to the ILO for review before it is presented. We have the expertise and experience needed to make sure that it is written to the standard expected by donors. In addition, ILO/AIDS is producing two guides for resource mobilization - a fact sheet on sources of funding and a handbook on how to develop proposals.

The ILO also runs workshops on proposal-writing. Details of these can be obtained at the ILO through the Bureau of Programming and Management, who have also produced Guidelines for the preparation of Summary Project Outlines for multi-bilateral financing.

Lastly, the donors themselves, such as the World Bank (for their MAP initiative in Africa) and The Global Fund, produce guidelines for those who want to approach them for funding. These guidelines are available through ILO/AIDS.

*What are some of the main qualities that funding organizations look for in a project?*

They want to see projects that are properly planned and implemented. They are looking for transparency, accountability, cost-effectiveness, sustainability and easily measurable indicators to verify the successful completion of activities. The project must have a good accounting system that makes it clear how much money has been spent and where.

Staged monitoring and evaluation should be built-in to the project proposal so that when milestones are reached, further stages of funding can be released, either automatically or following further applications - depending on

project structure or donor funding procedures.

The proposal should include provisions for the recruitment of a full-time project management team—usually including a project coordinator and a secretarial assistant—to ensure its timely and successful implementation.

However, proposed resource allocations for the project team must be modest in relation to the overall funding request. Donors will not approve expenditure that seems extravagant, unreasonable and unnecessary.

*How long does it take to get funding, and what happens if a project proposal is rejected?*

The length of time between submitting a proposal and receiving funds depends on many factors including the size of the project, the amount being requested, and most of all the quality and completeness of the proposal. Seed funding may be obtained very quickly, a small project can be funded usually within six months, but a large project will take longer.

If the project proposal is not successful on its first submission but is deemed worthy of further consideration, a technical review panel may be convened to identify its shortfalls. The project can then be revised to take account of the panel's comments and suggestions and be submitted again.

*What about the local community? The funding may cover the workers in a company or organization that is applying, but it is surely just as important to make sure that the community they live in is protected as well?*

Yes, of course. Since workers are part of the community at large, it is very important that a workplace project proposal includes community outreach activities. It is not realistic to try to treat one part of a community in isolation. The World Bank, SIDA, USDOL, GTZ, the Italian Government and OPEC have criteria for the inclusion of broad community outreach as a key objective in the projects they fund. The Global Fund has introduced a 'co-investment' approach to provide companies with additional funds to enable them to extend their HIV/AIDS activities into the local community and build capacity for prevention, care and support.

*Where can I find information about projects that have been successful in their funding applications so that I can better understand how it's done and learn more about good practices that I may wish to include in my project?*

Consult the websites of the development cooperation agencies and look at the UNAIDS website where there are several country profiles that may be of help. You can also e-mail or write to ILO/AIDS and we can most likely point you to some suitable and relevant examples.

Some useful websites:

[www.ilo.org/aids](http://www.ilo.org/aids)

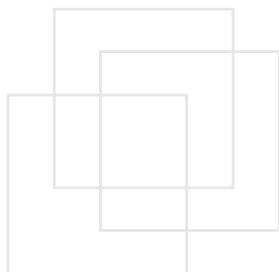
[www.worldbank.org/aids](http://www.worldbank.org/aids)

[www.theglobalfund.org](http://www.theglobalfund.org)

[www.gtz.de/backup-initiative/](http://www.gtz.de/backup-initiative/)

[www.sida.se](http://www.sida.se)

[www.dol.gov](http://www.dol.gov)



## National Project Coordinators trained for action

A training workshop for 16 National Project Coordinators (NPCs) responsible for implementing the HIV/AIDS Workplace Education Programmes funded by the US Department of Labor (USDOL), and two NPCs responsible for the Italian-funded project, was held in Geneva in May 2004. The workshop addressed key issues in project management and implementation. Participants were briefed on the ILO/USDOL project in India and familiarized themselves with the NPC Project Management Guide. Presentations by ILO experts included the mobilization of the social partners, advocacy with management, the integration of HIV into occupational safety and health, the use of community services for care and support, and gender and HIV.

Three days were devoted to the development of indicators and project performance monitoring plans to increase NPCs' knowledge of strategic planning and performance monitoring; and their understanding of the importance of not just producing but also measuring results.

National workshops for projects in Cambodia, Belize, Guyana, Ghana, Togo and Benin, were held in July and August at which technical teams developed country-specific performance monitoring plans (PMPs). These were subsequently adopted by the projects' advisory boards. Project partners can now utilize these indicators to assess progress in addressing HIV/AIDS in the world of work. In the long term, the PMPs will also be useful for tripartite constituents to monitor the impact of their actions in the field of HIV/AIDS in the target countries.

## Behaviour change communication toolkit

A new toolkit has been developed by ILO/AIDS and Family Health International, offering guidance to governments, representatives of employers' and workers' organizations, and ILO/AIDS national project coordinators and field focal points, on developing a workplace programme to promote and support behaviour change. It is designed for those with little or no experience in communications planning and takes a step-by-step approach highlighting prevention through education, gender awareness and practical support for behaviour change. The toolkit is currently being tested in BCC development workshops for national project coordinators. A preparatory workshop took place in Accra, Ghana, in April.

## Children suffer as a result of shrinking household incomes

A recent study, *Assessing the Socio-economic Impact of HIV/AIDS on People Living with HIV/AIDS (PLWHAs) and their families in India*, undertaken by networks of PLWHAs in four states, highlights the impact of AIDS on households who often lose income at the same time as their spending on care and medicine goes up. The study revealed that nearly 38 per cent of families surveyed had to withdraw children from school and send them to work.

The study, which was supported by the ILO-USDOL project 'Prevention of HIV/AIDS in the world of work', involves PLWHAs in coordinating Knowledge, Attitude, Behaviour and Practices studies with selected groups of workers in the formal and informal sectors. As a result of the project, the National AIDS Control Organization has approved the use of the ILO Code in the workplace.

"...While access to affordable treatment is indeed a key issue, perhaps an equally important, if not greater need, is to provide access to regular income..."

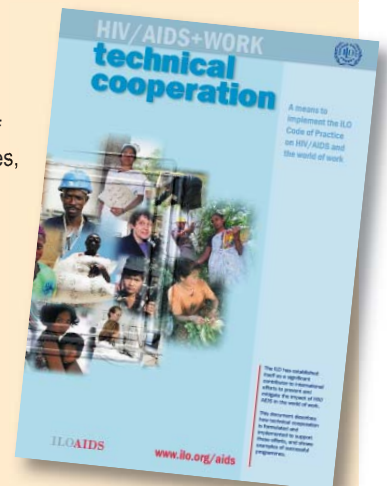
Hermann van der Laan, Director, ILO Subregional office, South Asia.

The US Department of Labor has contributed a further US\$9 million as part of its partnership with the ILO to fight HIV/AIDS at the workplace – US\$3.5 million of which is going towards a project in China. Behrouz Shahandeh visited China in September for talks with the government.

## Technical cooperation report published by ILO/AIDS

"HIV/AIDS has come to weigh heavily on every aspect of the ILO's Decent Work Agenda and its strategic objectives, and seriously threatens the hopes of many countries for achieving decent working conditions in the foreseeable future", warns Franklyn Lisk in the foreword of *Technical cooperation: a means to implement the ILO Code of Practice on HIV/AIDS and the world of work* (ILO/AIDS, 2004). The new publication describes how technical cooperation is formulated and implemented to support international efforts to prevent and mitigate the impact of HIV/AIDS in the world of work, and gives examples of project initiatives.

*The provision of technical and policy advice and assistance through technical cooperation activities is the ILO's key means of action to respond effectively to the urgent needs of its constituents.*

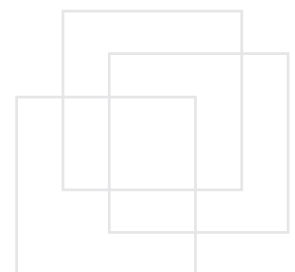


## Hotels protect workers

The ILO/USDOL HIV/AIDS Workplace Education Programme has expanded its activities to work with the hotel and construction industries in Siem Riep province in Cambodia. Five major hotels have signed a Memorandum of Cooperation with the ILO. The other partners are the Siem Reap Angkor Hotel and Guesthouse Association (SRAHGA), Provincial AIDS Office, Department of Labour and Vocational Training and the Department of Tourism.



Chun Bora, ILO/AIDS National Project Coordinator for Cambodia.



# Events and information

## Events

### 2nd Open Europe Conference 'Europe and HIV/AIDS: New Challenges, New Opportunities'

Vilnius, Lithuania,  
16-18 September 2004

### ILO/FHI Workshop on behaviour change communication

ILO/USDOL International HIV/AIDS Workplace Education Programme.  
Cotonou, Benin,  
October 2004

### Partnerships in the Fight Against HIV/AIDS

Organized by the International Federation of Pharmaceutical Manufacturers' Associations. (IFPMA)  
Barcelona, Spain, 27  
October, 2004

### GTZ BACKUP Annual Review meeting

Geneva, Switzerland,  
23-24 November 2004

### Training seminar on HIV/AIDS

Jointly organized by the University of Stellenbosch and ILO/AIDS.  
Stellenbosch, South Africa.  
29 November – 1 December  
2004

### Trade Union Congress Conference on HIV/AIDS

London, UK.  
4 December 2004

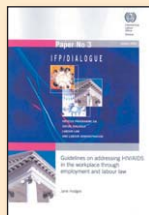
### UNAIDS PCB meeting

Montego Bay, Jamaica  
13-15 December 2004

## New publications

### *Guidelines on addressing HIV/AIDS in the workplace through employment and labour law*

**Hodges, J., InFocus Programme on Social Dialogue, Labour Law and Labour Administration, ILO, Geneva, 2004**



Guidelines for government policymakers, legislators, workers' and employers' organizations, national AIDS Councils, labour lawyers and judges on the application of international principles to labour law include novel and successful examples of employment and labour laws that incorporate concepts of prevention, protection and care and support of persons living with HIV/AIDS.

### *Technical cooperation: a means to implement the ILO Code of Practice on HIV/AIDS and the world of work*

**ILO/AIDS, ILO, Geneva, 2004**

Describes a range of ILO/AIDS projects in all regions (see page 11).

### *Reduction of HIV/AIDS Related Employment Discrimination in Viet Nam*

**Le Bach Duong, UNDP/ILO SPPD Project on Reducing HIV/AIDS Stigma and Discrimination at the Workplace, Discussion Paper No. 5, Hanoi, June 2004.**

Focuses on stigma and discrimination against people living with HIV/AIDS in the workplace in Viet Nam and how people are denied their people's fundamental right to work enshrined in the Constitution. Aims to generate a wider public and policy dialogue on ways to overcome discrimination and stigmatization related to HIV/AIDS.

### *Employers' handbook on managing HIV/AIDS in the workplace*

**ILO, Bangkok, 2003**

The result of collaboration between the Employers' Confederation of Thailand (ECOT), the Thailand Business Coalition on AIDS (TBCA) and the International Labour Office (ILO) in Bangkok, this guide draws on internationally-recognized standards and on the experiences of hundreds of businesses managing the effects of HIV/AIDS in Thailand.



## Selected websites

<http://www.globalfundatm.org/index.html>

The Global Fund to Fight AIDS, Tuberculosis and Malaria attracts, manages and disburses resources to prevent and mitigate the impact of these diseases.

<http://www.worldbank.org/aids>

The World Bank site offers information and publications on the impact of HIV/AIDS as well as the World Bank response.

<http://www.icftu.org>

The ICFTU website includes information and training materials on AIDS, and has news of the Global Union Campaign against HIV/AIDS.

<http://www.ioe-emp.org>

The IOE site offers a link to the comprehensive publication, Employers' Handbook on HIV/AIDS - A Guide for Action, and the joint ICFTU-IOE statement on HIV/AIDS.

<http://www.thebody.com>

The Body website provides information on all HIV/AIDS-related topics. It also contains forums for PLWHA and answers your questions on workplace matters.

<http://www.developmentgateway.org>

The Development Gateway provides access to knowledge on a range of development issues, including information on the social and economic impact of HIV/AIDS and related topics.

<http://www.iaen.org>

The International AIDS Economic Network (IAEN) provides data, tools and analysis on the economics of HIV/AIDS prevention and treatment in developing countries.

# ILOAIDS

This newsletter provides an opportunity for everyone with a stake in the world of work to have a voice. Do contact us with your news, information and opinions and we will endeavour to include them.

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