



DSPACE

<https://dspace.org/>

Hiv And Aids Prevention Policy

UoK

2013-10

U.O.K.

<http://ir-library.kabianga.ac.ke/handle/123456789/1032>



UNIVERSITY OF KABIANGA

ISO 9001:2008 CERTIFIED

HIV AND AIDS PREVENTION POLICY

P.O. Box 2030-20200, Kericho

Tel: +254202172665

Fax: +25451-8003970

E-mail: info@kabianga.ac.ke

www.kabianga.ac.ke

OCTOBER, 2013

TABLE OF CONTENTS

ABBREVIATIONS.....	4
INSTITUTIONAL ACRONYMS.....	4
DEFINITION OF TERMS	2
EXECUTIVE SUMMARY	3
1.0 PREAMBLE.....	4
1.5.1 The Chancellor.....	6
1.5.2 The Council.....	6
1.5.3 The University Management Board.....	6
1.5.4 The Senate.....	6
1.5.5 Schools, Institutes, Directorates, Centers and Departmental Boards.....	6
2.0 THE POLICY	7
2.2 Vision of HIV and AIDS Prevention Policy.....	9
2.3 Mission of HIV and AIDS	9
2.4 Institutional Principles and Values	9
2.5 Principles	9
2.6 Core Values	10
3.0 GOAL AND OBJECTIVES.....	10
3.1 Goal	10
3.2 Objectives	10
4.0 POLICY IMPLEMENTATION.....	11
4.1 The HIV/HACU Office.....	12
4.2 UoKHACU Committee.....	12
5.0 POLICY COMPONENTS	13
5.1 Rights and Responsibilities of Employees and Students	14
5.1.1 Rights of Employees.....	14
5.1.2 Rights of Students	15
5.1.3 Responsibilities of Employees and Students.....	15
5.2 Mainstreaming HIV and AIDS in Teaching, Research and Extension and Outreach Services	16
5.2.1 Mainstreaming HIV and AIDS in Teaching.....	17
5.2.2 Mainstreaming HIV and AIDS in Research.....	17

5.2.3	Mainstreaming HIV and AIDS in Extension	17
5.2.4	Mainstreaming of HIV and AIDS in University of Kabianga policies and programmes.....	17
5.2.5	Mainstreaming HIV and AIDS in Counseling	17
5.3	Provision of Prevention, Care, Support and Treatment	18
5.4	Care, Support and Treatment	18
5.5	Policy Processes	19
5.6	Legal Framework.....	19
5.7	Resources	20
5.8	Monitoring and Evaluation.....	21
6.0	MONITORING AND EVALUATION	Error! Bookmark not defined.
7.0	AMENDMENT OF THE POLICY	21

ABBREVIATIONS

ACU	Aids Control Units
CHE	Commission for Higher Education
CMO	Chief Medical Officer
IEC	Information Education and Communication
NACC	National AIDS Control Council
PEP	Post Occupational Exposure Prophylaxis
PLWHIV	People Living with HIV
STI	Sexually Transmitted Infections
UOKHACU	University of Kabianga HIV and AIDS Control Unit
VCT	Voluntary Counseling and Testing
FKE	Federation of Kenya Employers

INSTITUTIONAL ACRONYMS

AIDS	Acquired Immune Deficiency Syndrome
HIV	Human Immune Deficiency Virus
UNESCO	United Nations Education Scientific and Cultural Organization

DEFINITION OF TERMS

Community: Community is a group of people living in the same place or having a particular characteristic in common.

HIV and AIDS: “HIV” is the acronym for human immunodeficiency virus and AIDS stands for Acquired Immunodeficiency Syndrome. AIDS is a disease of the human immune system caused by HIV.

HIV Mainstreaming: The concept “mainstreaming” means adapting core functions and/or business to the realities of HIV and AIDS. HIV and AIDS mainstreaming is a strategic process of making HIV and AIDS issues part and parcel of the way an institution organizes itself, treats its staff, clients and delivers its services. It does not mean doing new things, rather, it means doing the same things in a different way, taking into account the impact of HIV and AIDS. It is part of routine work and is an evolving process which calls for commitment and innovativeness.

IEC materials: Are materials such as brochures, leaflets, fliers, posters and radio and television programs.

Information Education and Communication (IEC): This refers to a public health approach aiming at changing or reinforcing health related behaviors in a target audience, concerning a specific problem and within a pre-defined period of time, through communication methods and principles.

Outreach: Outreach is an activity of providing services to populations who might not otherwise have access to those services. A key component of outreach is that the groups providing it are not stationary, but mobile: in other words they are meeting those in need of outreach services at the locations where those in need are. In addition to delivering services, outreach has an educational role raising the awareness of existing services.

EXECUTIVE SUMMARY

This policy guideline on HIV and AIDS underscores the role of University of Kabianga in supporting Government efforts to address the HIV and AIDS pandemic. It outlines preventive, treatment, care and support strategies. The number of HIV infections at the University is unknown, but the health units are already seeing a substantial increase in demand for services while absenteeism among employees and students.

Globally, AIDS has claimed at least 25 million lives and over 40 million are currently estimated to be living with HIV. The statistics are very grim when disaggregated by world regions, sex and age, with sub-Saharan Africa bearing the brunt of the burden, especially among women and young adults. In Kenya, the prevalence has declined somewhat but institutional responses through prevention and treatments have been slow and uncoordinated.

This policy outlines two broad objectives that the University shall apply in addressing HIV and AIDS: To ensure prevention for the uninfected and to provide treatment, care and support to the infected. The main policy components are: Rights and responsibilities of employees and students; Mainstreaming HIV and AIDS in teaching, administrative and support services, Research and Extension services; mainstreaming prevention, care, support, treatment and counseling; and establishment of a rape crisis center.

UOKHACU operating under the Office of the Deputy Vice Chancellor (Academic and Student Affairs) will be strengthened to guide the implementation of this policy. Funding to implement, monitor and evaluate this policy shall come from University of Kabianga central budget, school-based support through research grants, partner institutions, and collaborative community activities.

Signed.....Date:.....

Vice-Chancellor

PREAMBLE

The Kabianga Complex which comprised of the High School, Primary School and the Farmers Training Centre has a long history dating back to 1925. It is therefore, one of the oldest education centers in Kenya in particular and the Eastern part of Africa in general. The Farmers Training Centre was started in 1959 as a result of the SWYNERTON plan in the mid 1950's which advocated inter-alia the improvement of agricultural and livestock production. The training centre remained under the management of the Ministry of Agriculture and Livestock Development for a period of 48 years providing training and extension services to the small scale farmers in South Rift Region of the country and beyond. Due to the demand for higher education in Kenya the government handed over the former ATC to Moi University on 8th November, 2007. The first cohort of students to be enrolled reported on the 26th November, 2007 for the 2007/2008 Academic Year.

Kenya Government through a Legal Notice No. 77 gazetted in the Kenya Gazette Supplement No. 36 of 29th May, 2009 established Kabianga University College as a Constituent College of Moi University. On 1st March 2013 the University College was awarded a charter by His Excellency the 3rd President of Kenya, Hon Mwai Kibaki making it a fully fledged University.

1.1 Vision

To be a leading University in scientific innovation for the betterment of humanity

1.2 Mission

The Mission of University of Kabianga is to create, preserve and transfer knowledge and Technology through quality and entrepreneurial education, research, extension and partnership with government, industry and non-state actors whilst ensuring a sustainable environment.

1.3 THE CORE VALUES

- a) Promoting and defending intellectual and academic freedom, scholarship, innovation and relentless search for truth.
- b) Fostering teamwork, collaboration, creativity and innovation, effective communication, tolerance and a culture of peace.
- c) Valuing excellence, quality and service, openness, consultation, efficiency and effectiveness.
- d) Recognizing competence, meritocracy, exemplary leadership, equality, integrity and national patriotism.
- e) Continually improving services in order to remain competitive and relevant.

1.4 PHILOSOPHY

The philosophy of the University of Kabianga is to foster intellectual development, excellence, creativity and innovation, academic freedom, equity, integrity, peace and sustainability through relentless search for truth.

1.5 THE UNIVERSITY ORGANIZATIONAL STRUCTURE

University of Kabianga is a corporate organization established by the Universities Act (2012) and it has various bodies for its effective management. These include:-

- a) Chancellor
- b) Council
- c) The University Management Board
- d) The University Senate
- e) Schools, Institutes, Directorates, Centers and Departmental Boards.

The roles, functions and membership of these Boards are stipulated in the Act.

1.5.1 The Chancellor

Chancellor is the titular head of University of Kabianga.

1.5.2 The Council

The Council is the governing body of the University through which it can act, administer property and funds, receive monies, plant and equipment materials, gifts and grants for its use. The Council is also responsible for the welfare of staff and students and can enter into association with other universities and institutions within Kenya or otherwise as it may deem necessary and appropriate. The other function of the Council is to appoint staff and conduct disciplinary action against staff and students in consultation with relevant University organs.

1.5.3 The University Management Board

The Management Board is responsible for implementing Council and Senate decisions. It is also responsible for providing directives and guidelines to the University's sub-systems for the enhancement of the efficient running of the University.

1.5.4 The Senate

The Senate is the body responsible for academic matters in the University and the final authority on all such matters.

1.5.5 Schools, Institutes, Directorates, Centers and Departmental Boards

The schools and Departmental Boards play a major role in academic and administrative functions of the University. The functions of these Boards are clearly stipulated in the University of Kabianga Charter and Statutes and they assist the Deans and Heads of Department in the Management of their Schools and Departments respectively.

1.6 FUNCTIONS OF THE UNIVERSITY

- a) To provide University education aimed at producing mature, competent and conscientious graduates with appropriate skills, ability and desire to contribute to

the well-being and development of the people of Kenya, East Africa region and the global community, in accordance with the national philosophy of mutual social responsibility and international conventions.

- b) To provide education for national service, community outreach and development which reflect the national and cultural heritage.
- c) To develop and transmit knowledge and skills through research training at undergraduate and postgraduate levels
- d) To preserve, produce, process, transmit and disseminate knowledge and stimulate the intellectual life and cultural development of Kenya.
- e) To conduct examinations for, and to grant degrees, diplomas and other awards of the university.
- f) To determine who may teach, what may be taught and how it may be taught in the university.
- g) To play an effective role in the development and expansion of opportunities of Kenyans wishing to continue with their education.
- h) To address emerging issues of national, regional and global importance.

THE POLICY

The Government of Kenya recognizes that HIV and AIDS pose a severe threat to the Kenyan Economy. In the Education sector, HIV is one of the major obstacles to achieving Education for all (EFA) by the target date of 2015. HIV and AIDS is reducing the availability of financial resources for education and compromising the quality of Education.

It is estimated that about 2 million people are infected with this virus and that about 700 deaths are caused by AIDS related complications daily. The social and economic impact of HIV and AIDS is being felt in every sector and region of Kenya. The number of

orphans, widows and widowers, due to HIV and AIDS seems to increase every day. Currently there are about one million orphans in the country. The dependable people (between 15-49 years) who sustain the economy get sick and die leaving the households that they support impoverished. Costs for treatment and hospitalization of employees have become a burden for many employers. The impact in general, may reduce the country's GDP in the next five years if nothing is done to abate it.

The impact of HIV and AIDS continues to be felt in the country as a whole and Universities are no exception. The National HIV prevalence for the age bracket 15-64 is 7.4% (KAIS, 2007). The prevalence among youth aged 15-24 years was 3.8% ranging from 3% in Women 15 years old to 12.0% in women aged 24 years. Among men aged 15-24 years the range was 0.4% to 2.6%. Thus, young women aged 15-24 years remain especially vulnerable to HIV infection. While there has been an overall decline in the incidence of HIV infection recently, the rates of new infections among the general population and young adults in particular, have not shown proportionate decline.

Universities and Institutions of Higher learning in general consists mainly of young people in the 17-24 age bracket which is highly vulnerable to HIV infection. Education is suppose to encourage a more respectful, open-minded attitude towards HIV and AIDS in order to maintain high productivity and service delivery and stems the impact of the pandemic on its resources and personnel. Through the outreach program the University should also reach the neighboring communities.

University of Kabianga has grown in terms of students and employee population hence require an adequate sustainable systems and strategies for prevention and control of infection, treatment and monitoring of those suffering from HIV and AIDS infection and implementation of non discriminatory workplace policies.

1.7 SCOPE

The Policy outlines preventive, treatment, care and support strategies. The policy covers staff, students and members of the community neighbouring the University.

1.8 Vision of HIV and AIDS prevention policy

To be recognized as an individual-centered and community-oriented University committed to bettering the livelihoods of students, employees and the Kenya community by promoting and providing appropriate and effective HIV and AIDS intervention measures and practices which enhance a healthy environment.

1.9 Mission of HIV and AIDS prevention policy

To provide a healthy learning and working environment by actively promoting and implementing sustainable initiatives for the prevention of HIV transmission and providing quality care, treatment and support for infected and affected University students, employees and the surrounding community through teaching, research, extension and outreach services.

1.10 Policy Principles and Values

This policy document guides University of Kabianga in protecting the uninfected and also creating and maintaining an environment in which care and support is provided to those infected and/or affected by HIV and AIDS. These efforts will complement the national programmes aimed at curbing the spread of HIV and AIDS and providing treatment for infected persons.

1.11 Policy Principles

HIV and AIDS is a threat to human survival and a challenge to development and protection of individual and community rights. The University will be guided by the following principles in addressing the problem:-

- (i) Access to information and education
- (ii) Access to care, treatment and support

- (iii) Responsiveness to people living with HIV and AIDS
- (iv) Safety in the workplace and learning institutions
- (v) Non Discrimination against people living with HIV and AIDS
- (vi) Individual collective responsibilities and ethics.

1.12 Core Values

The University in relation to HIV/AIDs is committed to:

- i) Observing community values and human dignity
- ii) Ensuring autonomy and privacy of individuals
- iii) Promoting respect for human lives
- iv) Ensuring equality and equity in the provision of services
- v) Embracing the virtues of ethics and integrity

GOAL AND OBJECTIVES

1.13 Goal

To reduce incidence and prevalence of HIV and AIDS and effectively mitigate its impacts on University students and employees at individual, family and community levels.

1.14 Objectives

The policy will address HIV and AIDS amongst employees, students and community through the following:-

- a) To reduce the transmission of HIV by providing the necessary appropriate information and education and improving the level of understanding HIV and AIDS in the University and its environs.
- b) To identify, mobilize and distribute resources to be used to fight HIV and AIDS

- c) To create an environment in which employees and students through their involvement in teaching, research, service and socio-cultural interaction are free from HIV infection.
- d) To provide the necessary skills for the prevention and care.
- e) To facilitate in partnership with other organizations early diagnosis and provide comprehensive care for the infected.
- f) To create an environment in which employees, students, community can voluntarily disclose their status where people living with HIV-AIDS (PLWHA) feel safe to reveal their status and seek treatment, support and counseling.
- g) To facilitate access to care and treatment
- h) To provide behavioural HIV and AIDS counseling and psycho-social support
- i) To equip students and employees with positive attitudes, knowledge, skill and information to be able to live and work with PLWHA within UOK and its environs.
- j) To promote progressive and non discriminatory policies and practices.
- k) To promote research on prevention care, treatment, cure and other related interventions on HIV and AIDS as well as protection of intellectual property rights.

POLICY IMPLEMENTATION

The overall responsibility for implementing HIV and AIDS policy lies with the Vice Chancellor, Deputy Vice Chancellor (Academic & Students Affairs), University of Kabianga HIV and AIDS Control Unit, Employees and Students. The University of Kabianga HIV and AIDS Control Unit (UoKHACU), working under the direction of the Deputy Vice Chancellor (Academics and Students Affairs) shall coordinate the implementation, monitoring and evaluation process of the HIV and AIDS policy.

1.15 The HIV/HACU Office

The HIV and AIDS office will be established under the Deputy Vice-Chancellor (Academics and Students Affairs) and headed by a person appointed at the level of lecturer and above. The director shall have relevant knowledge of HIV and AIDS. The functions of this office will be to:

- a) Coordinate operationalization of the HIV and AIDS policy
- b) Coordinate all HIV and AIDS activities and act as the secretariat for the implementation of the policy across the University.
- c) Establish task teams to support implementation of specific aspects of the policy within Schools and sections.
- d) Source external expertise and materials that can assist and extension services
- e) Convene regular meetings of Aids control unit representatives to assess and support implementation of the policy
- f) Establish and implement a monitoring and evaluation process for all HIV and AIDS activities.
- g) Be in charge of the implementation committee, comprising of employees and students and report to the Deputy Vice-Chancellor (Academics & Student Affairs)
- h) Forge collaboration and linkages with respect to other organizations.

1.16 UoKHACU Committee

There shall be UOKHACU Committee appointed by the Vice-Chancellor whose membership shall be as follows:

- i) Deputy Vice-Chancellor (Academics & Students Affairs), Chairman
- ii) Representatives from schools
- iii) Representative of Student Union,
- iv) Chairperson of Sub-HACUs,
- v) Chief Medical Officer or his representative and
- vi) Human Resource Section Representative
- vii) The Dean of students

viii) Director HIV/AIDs, Secretary

The committee shall have the following functions:

- a) Develop guidelines to operationalize the HIV and AIDS policy
- b) Submitting the University's Annual HIV and AIDS performance framework to the NACC at the beginning of the performance contract period in prescribed format.
- c) Coordinating activities of HIV and AIDS policy throughout the University
- d) Collect data and prepare reports on HIV and AIDS
- e) Organizing regular consultative meetings with the University community regarding matters related to HIV and AIDS.
- f) Establishing and implementing a system of policy monitoring and evaluation.
- g) Collaborating and networking with the community and other educational institutions among other stakeholders.
- h) Facilitate counseling and testing services
- i) Sensitizing staff and students on condom use and distribution of the same to staff and students
- j) Organizing workshops for behavior change communication for vulnerable groups
- k) Encouraging peer counseling in the University
- l) Submission of quarterly reports to the National Aids Control Council using prescribed format.

The sub-HIV and AIDS Control Units shall comprise of the school representatives, employees and students' union representatives. School HIV and AIDS Control Unit representatives shall be appointed by the School Board. Sub-ACUs shall report monthly to UOKHACU.

POLICY COMPONENTS

This policy has four components:

- Rights and responsibilities of employees and students,

- Mainstreaming of HIV and AIDS into teaching, research and service activities,
- Provision, prevention, care and support services in the University.
- Structures and processes for implementation, monitoring and evaluation.

1.17 Rights and Responsibilities of Employees and Students

The overall objective of the laid down rights and responsibilities of employees and students is to foster a non-discriminatory environment for all employees and students and to support those who are infected, uninfected and/or affected by HIV and AIDS.

1.17.1 Rights of Employees

- a) No employee or applicant for employment at the University shall be discriminated against whatsoever on the basis of his or her HIV and AIDS status.
- b) HIV and AIDS status shall not be used as criteria in human resource development including promotion and training.
- c) If an employee is no longer physically or mentally fit to continue with his/her work due to HIV and AIDS and related illnesses, the existing conditions and terms pertaining to disability or ill health shall apply.
- d) HIV and AIDS status shall not be reflected in non-confidential personal files of employees.
- e) Personal information on HIV and AIDS like any other medical information shall be handled according to the medical ethics.
- f) The university shall provide a working environment in which employees with HIV and AIDS are accepted and are free from prejudice and stigma.
- g) Employees have a right to know of possible risks of occupational exposure to HIV in their working environments.
- h) The University will ensure that occupational exposure to HIV is minimized and provide the necessary protective equipment, follow safety procedures and provide access to Post-occupational exposure prophylaxis (PEP) for work conducted in the University environment and in the course of the University duty.

- i) Employees with HIV and AIDS shall have the right to appropriate treatment and medication as per the university medical scheme

1.17.2 Rights of Students

- a) No student shall be discriminated against on the basis of his or her HIV and AIDS status.
- b) The University shall not use HIV and AIDS status in granting loans, bursaries and scholarship.
- c) The University shall not use HIV and AIDS status in determining admission to residence on campus.
- d) Student registration shall not be terminated on the grounds of their HIV and AIDS status unless the student is no longer physically or mentally fit to continue his/her studies.
- e) The results of HIV tests conducted at University medical facilities shall remain confidential according to the rules of medical ethics.
- f) HIV and AIDS status of a student shall not be reflected in the non-confidential personal files.
- g) Students have a right to a supportive and safe learning and working environment in which persons with HIV and AIDS are accepted and not stigmatized.
- h) The University shall provide a learning environment in which the occupation exposure to HIV is minimized and will provide the necessary protective equipment and safety procedures which include PEP.

1.17.3 Responsibilities of Employees and Students

- a) Employees and students have a responsibility to protect themselves from HIV and AIDS and to conduct themselves in a manner in which they will not put themselves or others at risk of infection;

- b) Health professionals in the university and trainees who are living with HIV and AIDS have an obligation to choose professional paths that minimize risks of transmission to their patients;
- c) Employees and students must respect the right of the others.
- d) No employee or student shall refuse to work, study with or be housed with other employees or students living with HIV and AIDS;
- e) Employees and students who display discriminatory attitudes to colleagues living with HIV and AIDS will be counseled in the first instance, but if the discriminatory behavior persists, formal disciplinary procedures will be instituted;
- f) Unless medically justified, no employees and student may use HIV and AIDS as a reason for failing to perform work, complete assignments or field trips, attend lectures and sit for examinations.
- g) All students and employees will be required to sign the code of conduct when registering for studies or when signing a contract of employment respectively.
- h) Employees and students willfully undermining the privacy and dignity of a member of employees or student living with HIV and AIDS will be in breach of University rules, and appropriate disciplinary action will be taken against them.
- i) Staff and students shall develop and implement their own student-led responses to HIV and AIDS. The University will support these initiatives whenever possible.

1.18 Mainstreaming HIV and AIDS in Teaching, Research and Extension and Outreach Services

University of Kabianga provides teaching, research and extension/outreach services as its input to national development. Its obligation to create a conducive learning and working environment must be emphasized in all areas for effective prevention and control of HIV and AIDS. The main elements of any successful HIV program included but not limited to Risk Assessment, Information, Education and Communication, Prevention and Control, Voluntary Counseling and Testing, Care, support and Treatment; Monitoring and Evaluation, Community mobilization and participation, Sustainability; Gender equity and equality; Cultural and traditional values

1.18.1 Mainstreaming HIV and AIDS in Teaching

University of Kabianga will ensure development of curricula to include HIV and AIDS education as it relates to all disciplines. This will become a common examinable undergraduate course offered at all schools. The University shall also develop short courses on HIV and AIDS for students, employees and the community.

1.18.2 Mainstreaming HIV and AIDS in Research

To encourage research on HIV and AIDS, the University Research Committee will have a special category of research grants for HIV related interdisciplinary research and the University of Kabianga Research Policy shall clearly articulate this concern. The mode of care, psychosocial support and community involvement in HIV research will be emphasized. The University shall support the best practice model for use and establish laboratory ethics to evaluate and package new products.

1.18.3 Mainstreaming HIV and AIDS in Extension

Extension services will be carried out under the office of the Deputy Vice Chancellor (Academic and Student Affairs). This will take prominence with HIV and AIDS should be included in all extension and outreach services in all University programmes. The University shall develop best practice models and use them in extension and outreach services.

1.18.4 Mainstreaming of HIV and AIDS in University of Kabianga policies and programmes

HIV and AIDS shall be mainstreamed in all University of Kabianga policies and programmes. The University will develop and mainstream all its current employee and student policies and programmes in relation to HIV and AIDS activities.

1.18.5 Mainstreaming HIV and AIDS in Counseling

- a) The University counselors and health employees shall be trained in the aspects of counseling and treatment of HIV and AIDS.
- b) The University Health employees shall be trained to provide pre and post test counseling and treatment to employees and students.

- c) The University shall maintain continuous counseling to those who are HIV and AIDS infected and affected.

1.19 Provision of Prevention, Care, Support and Treatment

University of Kabianga shall endeavour to undertake the following:

- a) Eliminate negative gender stereotypes, attitudes, and gender inequalities by encouraging involvement of both males and females.
- b) Address factors leading to the spread HIV and AIDS incidence among students and employees.
- c) Develop and provide appropriate information on health and counseling services to all students and employees including peer education.
- d) Encourage responsible sexual behavior and emphasize abstinence before marriage and fidelity by all employees and students.
- e) Provide access to essential commodities e.g. condoms, sterile equipment at the University health and recreational facilities.
- f) Develop and provide confidential Voluntary Counseling and Testing (VCT).
- g) Provide early and effective treatment of Sexually Transmitted Infections (S.T.I s).
- h) Develop package and market appropriate nutritional information.

1.20 Care, Support and Treatment

The University will:

- a) Provide training of Counselors to offer care and support.
- b) Encourage affected staff and students to adhere to counseling and combined therapy.
- c) Provide treatment to staff, their spouses and children and students.
- d) Develop and issue guidelines for treatment of occupational or accidental exposure to HIV.

1.21 Policy Processes

The HIV and AIDS policy requires support of the top management of the University to be supported by Senate, Deans of Schools, Heads of Department and Sections, Student Governing Council and Employees Union representatives under the direction of the Deputy Vice-Chancellor (Academics and Students Affairs) who will ensure that Deans, Heads of Departments and Sections are briefed on the policy, its content and its implementation. It will further guarantee that HIV and AIDS will be a standing item on meetings of the Senior Management, Senate, School Boards and other University governance structures. The HIV and AIDS policy process is as follows:-

- a) Development and implementation of University of Kabianga HIV and AIDS Policy
- b) Dissemination of HIV and AIDS policy to stake holders
- c) Development and/or review of complementary policies
- d) Development of a five-year strategic plan.
- e) Implementation of the strategic plan.
- f) Mainstreaming HIV and AIDS in curriculum development
- g) Mainstreaming HIV and AIDS through Research Committee
- h) Mainstreaming HIV and AIDS through Extension and Outreach services.
- i) Mainstreaming HIV and AIDS in sports and in other extra curricula activities.

1.22 Legal Framework

The policy derives its legal framework on key aspects of HIV and AIDS and employment from the constitution of Kenya and guidelines issued by the Ministry of Labour from time to time, concerns raised by the Central Organization of Trade Unions (COTU), FKE and National AIDS Control Council (NACC).

1.23 Employment conditions

The employment conditions will be as follows:

- a) Employees living with HIV and AIDS will have the same rights, duties and obligations as any other employee.

- b) Employees living with HIV and AIDS will be governed by the same contractual obligations as all other employees according to the University's terms and conditions of service, including appropriate promotion, work alternatives and training opportunities.
 - c) Employees with HIV and AIDS will not be prevented from attending any University activities.
 - d) No employee will be dismissed or have their employment terminated merely on the basis of HIV and AIDS status nor will it influence retrenchment procedures.
 - e) HIV and AIDS will not be used as a justification for the non-performance of duties in terms of the employment contract
 - f) If an employee is no longer able to work due to HIV and AIDS related ailments, the appropriate terms and conditions of service will apply.
 - g) Leave for employees living with HIV and AIDS will be governed without discrimination by agreed existing leave procedures.
 - h) The laws of the land regarding HIV and AIDS shall be applied when necessary.
- University of Kabianga shall inform all employees of any limitations of medical or insurance benefits, as well as changes to medical or insurance benefits with regard to HIV and AIDS.

1.24 Resources

Sources of financial support will include internal and external:

- (i) Internal sources: The University of Kabianga. The University shall ensure the establishment of an appropriate budget for the implementation of this policy in accordance with the UOK Strategic Plan. In order to sustain the funding of HIV and AIDS activities in the university,
 - Each School, Department and Section shall make a contribution towards the running of UOKHACU
 - All research proposals shall be forwarded to UOKHACU through the Committee.
- (ii) External sources: These will include donor funding, proposal writing, and fundraising.

1.25 Monitoring and Evaluation

The policy implementation shall be monitored and evaluated using appropriate mechanisms. The actors will include Management and relevant Heads of Academic and Administrative Units.

UOKHACU will design and institutionalize a monitoring and evaluation framework to ensure efficient, effective and sustainable management of the HIV and AIDS. The components will include:

- A management and Information System (MIS) which will be established to monitor HIV and AIDS policy.
- A logical framework with clear indicators for inputs, process, outputs, outcomes and impact.

AMENDMENT OF THE POLICY

This policy shall be revised after every three (3) years and/or when need arises.

This Policy was approved on this day of2016 by:

.....

PROF. WILSON K. KIPNGENO

SECRETARY TO THE COUNCIL.