



# **KIBABII UNIVERSITY COLLEGE**

**(A Constituent College of Masinde Muliro University of Science and Technology)**

# **KIBABII UNIVERSITY COLLEGE WORK AND STUDY PLACE POLICY ON HIV AND AIDS**

**March, 2014**

Published by Kibabii University College Sub-AIDS Control Unit. First Edition 2014

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## **FOREWARD**

HIV and AIDS are a worldwide problem and constitute a pandemic which has been with Kenyans from the early 1980s. The Government declared the epidemic a national disaster in 1999 and is spending substantial resources to fight the epidemic.

The pandemic has permeated all areas of society without regard to race, religion, gender, age or academic qualification. This therefore calls for concerted efforts by everyone, not only to manage the pandemic, but also try to significantly reduce the menace from amongst us.

At Kibabii University College, the Sub-AIDS Control Unit (ACU), a sub-unit of the Commission for University Education (CUE), has been in existence since November, 2013. The unit shall be operating as an AIDS intervention program for both staff and students.

From the time the epidemic started, the emphasis by the Government and other organizations and institutions of higher learning, has been for its prevention and/ or elimination. This led to conception of the ACU by the Commission for University Education (CUE). In recognition of the emphasis made so as to prevent and or eliminate the effect of HIV and AIDS, “the KIBUCO Work and Study Place Policy on HIV and AIDS” has been established as a guideline in ensuring, among other things, that the University ACU runs smoothly. This document is put in place because we believe a Programme of such magnitude must not falter or be allowed to run haphazardly.

We believe that with the Wellness Programmes now having been established, the University College-based Sub-AIDS Control Unit will be more focused, operating within a specific legal framework. We look forward to all concerned to cooperate, coordinate and consult, where necessary, in ensuring that our Sub-AIDS Control Unit is a success story.

**Prof. Isaack Ipara Odeo ( D.Phil, MEd, BEd (Hons.))**  
**PRINCIPAL**

## **ACKNOWLEDGEMENT**

Kibabii University College is grateful to the following for their contribution towards the completion of this policy:

- The Principal Secretary, Ministry of Education for allocating funds to our University College which has facilitated the drafting and publication of this policy document.
- Federation of Kenyan Employers (FKE), the Inter University Council of East Africa (IUCEA) and African Medical Research Foundation (AMREF) for sensitizing the University College through the University College Sub-AIDS Control Unit to consider developing the Kibabii University College Work and Study Place Policy on HIV and AIDS.
- National Aids Control Council (NACC) through the Commission of Higher Education for initiating the idea of development and dissemination of institutional HIV and AIDS workplace policies and nationwide coordination of the national AIDS response
- The Kibabii University College Management, especially the Principal, the Deputy Principal (AR&E) and Deputy Principal (PA & F) for encouraging and facilitating the drafted policy.
- The Kibabii University College Students body through the Student Representative on the Sub-ACU Committee for participating in the drafting of this policy.
- The Association of African Universities (AAU), for their technical assistance through the supply of a Toolkit.

The University College acknowledges the efforts of the Kibabii University College Sub-AIDS Control Unit and specifically each of the committee members drawn from all the University College schools and faculties who worked tirelessly to produce the draft policy that gave rise to this document. Special thanks to the Principal and the Deputy Principals for their tireless efforts to support the facilitation of the Committee.

Mutende, Rose

Coordinator, Sub-AIDS Control Unit

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## **LIST OF ACRONYMS AND ABBREVIATIONS**

AA	Academic Affairs
AAU	Association of African Universities
ACU	AIDS Control Unit
A & F	Administration and Finance
AIDS	Acquired Immunity Deficiency Syndrome
ANC	Antenatal Clinic
ART	Antiretroviral Therapy
CDM	Centre for Disaster Management
CUE	Commission for University Education
E-media	Electronic Media
FBO	Faith Based Organizations
FKE	Federation of Kenyan Employers
GIPA	Greater Involvement of People Living with or Affected by HIV and AIDS
HAPC	HIV and AID Prevention and Control Bill
HIV	Human Immunodeficiency Virus
ICL	I Choose Life
ICT	Information Communication Technology
IG	Income Generating
ILO	International Labor Organization
IT	Information Technology
KAP	Knowledge, Attitudes and Practices
KIBUCO	Kibabii University College
MTEF	Medium Term Expenditure Framework
PEP	Post Exposure Prophylaxis
PLWHA	People Living with HIV and AIDS
A, R and E	Academic, Research and Extension
STI	Sexually Transmitted Infections
UN	United Nations
UNAIDS	United Nations Programme on HIV and AIDS
VCT	Voluntary Counseling and Testing

## INTRODUCTION

The HIV and AIDS pandemic continues to cause suffering in the world since it was first officially recognized in 1981. At that time, there were 434 reported cases globally. UNAIDS Report 2006 has indicated that the pandemic has progressed very fast; doubling in ten years, from 20 million people living with HIV and AIDS (PLWHA), in 1996 to over 40 million in 2006. Seventy-five per cent of the PLWHA are in Sub Saharan Africa where Kenya lies. The fast progression of the disease and its devastating impacts has rendered it a disaster in many countries of the world, Kenya included. It has lowered life expectancy to 53 years in Kenya and to as low as 36 years in countries in Southern Africa such as Botswana.

The Kibabii University College Management has already established a Sub-AIDS Control Unit (Sub-ACU) which is affiliated to the main AIDS Control Unit at the Commission for University Education (CUE). The Sub-ACU shall be an organ for coordination of HIV and AIDS-related activities within the University College and whose focus is to respond to the HIV and AIDS pandemic. The Sub-ACU shall emphasize capacity building for academic and non-academic peer educators and counselors in order to rally for change of behavior among University College community. The AIDS Control Sub-Unit shall also facilitate mainstreaming of HIV and AIDS into the University College curriculum. The Unit is one of the University College Academic Board's committees and shall be given a departmental status that runs a financial vote. The Unit is run by a committee appointed by the Principal.

Kibabii University College's Work and Study Place Policy on HIV and AIDS is in line with the Kenyan National Strategic Plans on HIV and AIDS (2000-2005 and 2005/6-2009/10), the interim Poverty Reduction Strategy Paper (2000 – 2003), Medium Term Expenditure Framework (MTEF) and the Resolution No. 49/1999 of the UN Commission on Human Rights which prohibits discrimination on the basis of HIV or AIDS status, and the HIV and AIDS Prevention and Control Bill (HAPC) 2004, and the Kenyan HIV and AIDS ACT yet to be enacted.

### **1.1 VISION ON HIV AND AIDS**

To create an AIDS-free KIBUCO community of well informed and educated people with a clear view of the realities and impacts of HIV and AIDS.

## **1.2 MISSION ON HIV AND AIDS**

To apply and promote a multi-disciplinary and multi-sector approach in dealing with a wide spectrum of HIV and AIDS related issues by effectively developing and facilitating the correct responses for the successful fight against HIV and AIDS within and without Kibabii University College.

## **1.3 GOVERNMENT'S RESPONSE**

In 1999 the Government of Kenya declared HIV and AIDS a national disaster and mandated NACC to provide policy and strategic framework for mobilizing and coordinating resources towards prevention of transmission of HIV, and provision of care and support to infected and affected persons in Kenya. Consequently, NACC has created functional structures for effective coordination of activities at grass root level namely: NACC Secretariat, ACU, Provincial AIDS Control Council, District Aids Control Council, Constituency Aids Control Council. Other institutions collaborating to support care and treatment include the National AIDS and STIs Control Programme (NASCOP) and the Kenya Medical Research Institute (KEMRI).

## **1.4 RESPONSE BY THE COMMISSION FOR UNIVERSITY EDUCATION**

In response to HIV and AIDS challenge, the CUE has provided guidelines for mainstreaming HIV and AIDS in universities in Kenya (May 2013). CUE is mandated to promote the objectives of university education and coordinate the long-term planning and development of university education in Kenya. It is in line with this mandate that CUE has established ACUs in public and private universities to spearhead the implementation of institutional AIDS control programme. With the participation of universities in Kenya, CUE with support from the UNESCO Nairobi office produced guidelines on mainstreaming HIV and AIDS to assist universities to design, implement, monitor and evaluate meaningful HIV and AIDS mainstreaming into programmes for students, staff and neighboring communities.

## **1.5 KIBABII UNIVERSITY COLLEGE RESPONSE**

Kibabii University College has an Sub-AIDS Control Unit committee in place constituted by the Principal on November 2013 to support the University College achieve its objective of intensifying response to HIV and AIDS pandemic. The University College depends on the performance of its staff to teach the students and equally requires a healthy population of students for the University College in order to attain its' vision to be a centre of excellence in Science and Technology and Innovation. HIV and AIDS affect many people in the age range of 15-49 years, an age covering most University College students and staff. This policy therefore seeks to;

- i. Confirm the commitment of the University College towards the fight against HIV and AIDS.
- ii. Mitigate the impact of HIV and AIDS at Kibabii University College work and study place.
- iii. Protect the human rights and the dignity of the staff and students infected or affected by HIV and AIDS.
- iv. Avoid possible discrimination against the staff and students infected or affected by HIV and AIDS.
- v. Ensure that there is confidentiality in handling staff and student matters relating to HIV and AIDS.
- vi. Ensure that a conducive environment is created so that effective learning and working occurs despite the HIV and AIDS impact.
- vii. Cultivate a spirit of understanding, compassion and co-existence of all staff and students in the University College whether or not they are infected or affected by HIV and AIDS.
- viii. Discourage the staff and students from concealing their HIV status for fear of discrimination, rejection by fellow staff members or loss of their jobs on the account of being HIV positive.
- ix. Be in line with initiatives being undertaken by all other stakeholders in fighting HIV and AIDS nationally and globally.

## **1.6 OBJECTIVES OF THE HIV AND AIDS POLICY**

The main aim addressed by the Kibabii University College HIV and AIDS Work and Study Place Policy is the provision of an institutional framework within which the University College and its stakeholders can address HIV and AIDS, and thereby contribute to the national efforts to combat HIV and AIDS. The specific objectives of the AIDS Control Unit are to:

- i. Enhance strategic HIV and AIDS advocacy and preventive education.
- ii. Conduct regular HIV baseline surveys and research for Kibabii University College and her community
- iii. Regularly develop and review the work and study place policy to help free the University College of stigma and discrimination due to HIV and AIDS
- iv. Launch the HIV and AIDS policy with regular reviews, monitoring and evaluation.
- v. Develop the short, medium and long term strategic plans.
- vi. Establish a functional VCT Centre to enable mobilized regular HIV testing, care and support for those affected and infected within and without the University College.
- vii. Source sustainably for funds for the management of the AIDS response in prevention, care and support for those infected and affected by the disease.
- viii. Establish anti-HIV and AIDS club, set up peer education programmes, and other helpful movements through intra-campus collaboration with Dean of Students' office, staff unions and other inter-University College associations
- ix. Create links and collaborations internally, locally and internationally to enhance the much needed concerted effort in the fight against HIV and AIDS particularly through the use of Information Technology.

## **2.0 GUIDING PRINCIPLES**

Kibabii University College will be guided by the following principles as the bedrock of this policy. These principles are in accordance with international conventions, and the national laws and regulations of Kenya as outlined below;

### **2.1 Recognition of HIV and AIDS as a Workplace Issue**

HIV and AIDS is a workplace issue and should be treated like other serious illness/condition in the work and study place.

### **2.2 Non-Discrimination and Fair Labor Practice**

People living with HIV and AIDS will not be discriminated against in obtaining access to education, and, or employment at the university. Every person whether infected or affected has the right to fair labor practices in terms of recruitment, appointment, promotion and continued enjoyment of employment and or studies.

### **2.3 Gender Equality**

Kibabii University College shall endeavor to be gender sensitive in all decisions, policies and implementations relating to students and staff. The University College shall endeavor to be gender sensitive in its efforts to facilitate all members of staff and students who may need the University College assistance and to reduce their various vulnerabilities to HIV and AIDS.

### **2.4 Safe and Healthy Work and Study Environment**

The University College management shall endeavor to provide a safe and healthy work environment by taking the responsibility to minimize the risk of HIV transmission by taking the appropriate universal infection control precautions within the University College.

### **2.5 Work and Study Place Ethics**

Kibabii University College shall encourage and organize seminars geared towards educating the students, staff and their dependants in order to uphold proper morals. The Sub-AIDS control unit shall facilitate the improvement of self worth, position and role of everyone at the University College and the surrounding community in the fight against HIV and AIDS. There shall be zero tolerance to sexual harassment, abuse and exploitation at the University College.

### **2.6 Social Dialogue**

The University College shall encourage social dialogue in which members of the community will engage in meaningful social communicative intercourse aimed at enlightening one another on

HIV and AIDS issues. The University College shall therefore avoid the screening of staff and students except where a person is charged with a sexual offence under Chapter XV of the Penal Code of the Laws of Kenya.

### **2.7 Confidentiality Affecting Staff and Students**

Access to personal data relating to staff and students' HIV status shall be bound by the rules of confidentiality consistent with existing ILO code of practice and medical ethics.

### **2.8 Screening for Purposes of Employment and Student Admission**

HIV and AIDS screening shall not be required of Kibabii University College job applicants and student admission applicants. For continuing students and those in employment, testing for HIV will not be carried out by the University College, except as specified in the National HIV and AIDS Policy on testing.

### **2.9 Continuation of Student and Employment Relationship.**

There shall be no stigma and discrimination, and a student or employee who has known his/her HIV status shall be given an opportunity to continue with his/her studies or work with a positive attitude. The University College's Medical Officer shall ascertain whether the student is capable of continuing with his/her studies in terms of health and physical strength, mental state and emotional stability. The student shall be allowed to defer and shall be given necessary support until his/her health improves after which he/she shall continue with studies. HIV is not a cause for termination of employment at the University College. Persons with HIV-related illnesses will be allowed to work for as long as they are medically fit in available appropriate work.

### **2.10 Prevention, Care and Support**

HIV infection is preventable and Kibabii University College is committed to the provision of prevention, care and support services to staff and students, both infected and affected. The University College shall endeavor to achieve prevention of all means of HIV transmission through behavior change, knowledge, treatment and the creation of a non-discriminatory environment. The University College shall further encourage students and staff to form HIV and AIDS anonymous support groups for people living with HIV and AIDS. Members of the

University College community shall be sensitized to accept those infected and affected in a non-discriminatory way.

The University College recognizes the need to refer the infected and affected to recognized referral facilities and to other support groups outside the University College such as community based organizations (CBO's). Further, the University College shall create awareness of the available services.

### **2.11 Management Commitment**

Kibabii University College management shall endeavor to develop the capacity to set standards of good practices within the University. In this regard, the University College, as an institution that strives to engage with the society is committed to:

- i. Playing an active role in mitigating the impact of HIV and AIDS both on its staff and students, the rest of the community and Kenyan society as a whole. To this end, the University College has mainstreamed HIV and AIDS into the undergraduate curriculum through a common course: Course Code: *CDM 100* Course Title: *HIV and AIDS Prevention and Management*.
- ii. The University College Management shall ensure that the HIV and AIDS Work and Study Place Policy are implemented.
- iii. The University College Management shall ensure that activities related to HIV and AIDS are accorded full support by providing the necessary resources.
- iv. The University College Management shall avail the necessary personnel to run the HIV and AIDS office and the Sub-AIDS Control unit.
- v. The University College Management shall designate at least one day every semester as the KIBUCO AIDS Day for advocacy and awareness campaigns, and one week every academic year as the KIBUCO Health Week for HIV and AIDS education, prevention, care and support activities.

### **2.12 Partnership, Linkages and Collaboration**

Kibabii University College through the Sub-AIDS Control Unit shall seek to form linkages, partnerships and collaboration locally and internationally for exchange and sharing on AIDS issues and sustainable sourcing of funds for the fight against the epidemic. The University

College shall also create an interactive link where students and staff can share emerging and pertinent information and ideas on HIV and AIDS.

### **2.13 Labor Practices**

The University College, its employees, labor unions and other University College governing bodies will collaborate with the University College Management to ensure that HIV and AIDS policy and programmes activities are part of the Kibabii University College work and study environment. Labor unions will continue to protect employees from discrimination, and unfair and unwarranted dismissal or denial of benefits due to their HIV status.

### **2.14 Greater Involvement of People Living with HIV and AIDS**

Arising from the Declaration of the Paris AIDS Summit, on 1<sup>st</sup> December 1994, at Kibabii University College the involvement of PLWHA in educating and informing students and staff shall be promoted at all levels within the University College.

## **3.0 KIBABII UNIVERSITY HIV AND AIDS POLICY COMPONENTS**

This policy has five principle components. They are;

1. Rights and responsibilities of staff and students.
2. Mainstreaming of HIV and AIDS into teaching, research and outreach services.
3. Provision of prevention, care and support services.
4. Structure and processes for implementation, monitoring and evaluation.
5. Policy review.

### **3.1 RIGHTS AND RESPONSIBILITIES OF STAFF AND STUDENTS**

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

### **3.1.1 Rights of Staff**

- i. No employee or applicant for employment at the University College shall be stigmatized or discriminated against whatsoever on the basis of his or her HIV and AIDS status.
- ii. HIV and AIDS status shall not be used as a criterion in human resources development including promotion and training.
- iii. If an employee is no longer physically or mentally fit to continue with his/her work due to HIV and AIDS, and related illness, the existing conditions and terms pertaining to disability or ill health shall apply.
- iv. The current University College policy on sick leave shall apply. However, the University College shall endeavor to facilitate case-specific ways for staff who may be infected or affected by HIV and AIDS. Where fitness to work or study is impaired by HIV and AIDS illness, reasonable alternative arrangement shall be made.
- v. HIV and AIDS status shall not be reflected in non-confidential personal files of employees.
- vi. Personal information on HIV and AIDS like any other medical information shall be handled according to the medical ethics.
- vii. The University College shall provide a working environment in which employees with HIV and AIDS are accepted and are free from prejudice and stigma.
- viii. Staff has a right to know of possible risks of occupational exposure to HIV in their working environments.
- ix. The University College shall provide a working environment in which occupational exposure to HIV is minimized and will provide the necessary protective equipment, follow safety procedures and provide access to Post-occupational Exposure Prophylaxis (PEP) for work conducted in the University College environment and in the course of their duty.
- x. Staff and their family members' infected with HIV and AIDS shall have the right to appropriate treatment and medication as per the University College medical scheme.
- xi. Employees and their families will be accorded HIV counseling, voluntary testing and treatment.

The University College shall endeavor to prevent mother-to-child-transmission (MTCT) of HIV among university employees and their families.

### **3.1.2 Rights of Students.**

- i. No student applicant may be required to have an HIV test before admission.
- ii. No student shall be discriminated against whatsoever on the basis of his or her HIV and AIDS status.
- iii. The University College shall not use HIV and AIDS status as a basis for granting loans, bursaries and scholarships.
- iv. No student may be required to take HIV test before field trips or other activities of the University College unless a special circumstance warrants it.
- v. Students' 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.
- vi. The results of HIV tests conducted at Kibabii University College medical facilities shall remain confidential according to the rules of medical ethics.
- vii. The HIV and AIDS status of a student shall not be reflected in the non-confidential personal files.
- viii. Students shall have a right to a supportive and safe learning and working environment in which persons with HIV and AIDS are accepted and not stigmatized.
- ix. The University College 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.

Students infected with HIV and AIDS shall have rights to appropriate treatment and medication as per the student's medical scheme laid down by Kibabii University College.

### **3.1.3 Responsibilities of Staff and Students**

- i. Staff and students have a responsibility to be informed about HIV and AIDS, and to develop a lifestyle in which they will not put themselves or others at risk of infection.
- ii. Staff and students living with HIV and AIDS have a special obligation to ensure that they behave in such a way as to pose no threat of infection to any other person.

- iii. Health personnel in the University College Health Facility and trainees who are living with HIV and AIDS have an obligation to choose professional paths that minimizes risks of HIV transmission to their patients.
- iv. Staff and students must respect the right of the others. No prejudicial or discriminatory attitudes or behavior towards people living with HIV and AIDS will be tolerated.
- v. No employee or student shall refuse to work, study with or be housed with other employees or students living with HIV and AIDS.
- vi. Staff and students who display discriminatory attitudes towards 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.
- vii. Unless medically justified, no staff and student may use HIV and AIDS as a reason for failing to perform work, complete assignments, attend lectures or field trips or write examinations.
- viii. Expected behavior with regard to HIV and AIDS will be incorporated into the University College code of conduct for staff and students. All students and staff will be required to sign the code of conduct when registering for studies or when signing a contract of employment respectively.
- ix. Staff and students who willfully undermine the privacy and dignity of a member of staff or student living with HIV and AIDS will be in breach of University College rules, and appropriate disciplinary action will be taken against them.
- x. Students through student HIV and AIDS Peer Educators, and or the Anti-AIDS club shall develop and implement their own student-led responses to HIV and AIDS. The University College will support these initiatives whenever possible.
- xi. The Kibabii University College academic and non-academic staff shall endeavor to be good role models for students, have healthy relationships with them and their fellow staff, offer advice and support to students and needy colleagues. The students on their own turn will act as peer educators in HIV and AIDS issues, practice safe moral values, and participate in HIV and AIDS awareness campaigns and prevention activities as competent future leaders.

## **3.2 MAINSTREAMING HIV AND AIDS IN TEACHING, RESEARCH AND OUTREACH SERVICES**

The core business of Kibabii University College is to provide teaching, research and community outreach services to assist input to national development. Its obligation to create a conducive learning and working environment shall be emphasized in all areas for effective prevention and control of HIV and AIDS.

### **3.2.1 Mainstreaming HIV and AIDS into Teaching**

Kibabii University College shall ensure that every student acquires adequate knowledge and skill on HIV and AIDS by mainstreaming it into the curricular and co-curricular programs. This shall be done by;

- i. Offering an HIV and AIDS Prevention and Management as a common undergraduate core course *CDM 100 HIV and AIDS Prevention and Management*. This is a common examinable undergraduate course offered in all departments and schools. The University College shall also develop short courses and workshops/seminars on HIV and AIDS for students, staff and the surrounding community.
- ii. Including HIV and AIDS in new student orientation programs for all levels.
- iii. Integrating HIV and AIDS into core-curricular activities such as sports, cultural events, and graduations.
- iv. Supporting peer education programs.
- v. Organizing HIV and AIDS events for Kibabii University College community.

All teaching departments shall review their curricular to infuse or integrate HIV and AIDS education as it relates to the relevant disciplines including graduate courses.

### **3.2.2 Mainstreaming HIV and AIDS in Research**

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

### **3.2.3 Mainstreaming HIV and AIDS in Extension and Outreach Programs**

Focus on extension services will take prominence with the facilitation of the office of research and extension. HIV and AIDS shall be included in all extension and outreach services in all the University College programmes. The University College shall develop best practice models and use them in extension and outreach services.

### **3.3 MAINSTREAMING OF HIV AND AIDS IN POLICIES AND PROGRAMMES**

HIV and AIDS shall be mainstreamed in all Kibabii University College policies and programs. The University College will review all its current and new staff and student policies and programs to ensure HIV and AIDS activities are mainstreamed.

#### **3.3.1 Mainstreaming HIV and AIDS in Counseling Services**

- i. The University College counselors shall be trained to provide pre and post-test counseling to staff and students
- ii. The University College Health staff shall be trained to provide pre and post-test counseling and treatment to staff and students.
- iii. The University College counselors and health staff, the anti- AIDS club, and staff unions shall be involved in outreach activities around the University College.
- iv. The University College shall maintain continuous counseling to those infected and affected by HIV and AIDS.

#### **3.3.2 Provision of Awareness and Prevention Services**

The University College considers abstinence as the most effective prevention method of HIV and AIDS. Where this is not practical, other measures advocated by the University College shall include;

- i. Appropriate and sensitively presented information on all aspects of preventing and coping with HIV and AIDS will address and be directly relevant to the day-to-day realities of staff and students.
- ii. All students and staff will be offered education that examines the relevance of HIV and AIDS to their own lives, in the context of broader challenges facing them as young adults. Through this training students will be encouraged to understand social

- attitudes and develop a caring and non-discriminatory approach to HIV and AIDS as well as tolerance for and understanding of different social groups.
- iii. Condoms will be freely available and widely distributed through multiple channels, on campus and in residences.
  - iv. The use of free STIs care provided through the University Health services Unit will be promoted.
  - v. Free confidential HIV Voluntary Counseling and Testing will be provided through the Health services unit.
  - vi. Peer education programmes will be developed and implemented by the University College through the Sub-ACU in collaboration with the implementing partners.
  - vii. Particular attention will be paid to addressing issues of loss, grief and bereavement related to HIV and AIDS.
  - viii. Universal precautions will be implemented whenever the potential for exposure to blood or other high risk body fluids exists.
  - ix. Staff in managerial or supervisory positions will receive training in all aspects of this policy and how to implement it.
  - x. The University College, through the Health Services unit shall provide Prevention of Mother-To-Child Transmission (P.M.T.C.T) as part of Ante Natal Care (A.N.C) services.
  - xi. The University College shall enhance community sensitization and mobilization on prevention of HIV and AIDS.

### **3.3.3 Provision of Care**

The University College Management shall care for the staff and students infected by HIV and AIDS by;

- i. Ensuring that strategies are developed in collaboration with the Ministry of Health to strengthen the health care system and appropriate nutritional supplements.
- ii. Providing HIV and AIDS-related drugs including antiretroviral.
- iii. Facilitate provision of palliative and social care for example home-based care (HBC) of infected persons.

- iv. Facilitating support for orphaned students and vulnerable children of staff.
- v. Enhancing community mobilization and sustainability of care, support and treatment through extension and outreach programs.
- vi. Developing, packaging and marketing appropriate nutritional information and packages.

### **3.3.4 Provision of Support Services**

The University College shall support individual students, staff and their immediate families affected and infected by HIV and AIDS in the following ways;

- i. Staff and students will have access to confidential counseling services at the University Health services. WHO Guidelines on counseling will apply.
- ii. Peer counselors and support groups will be available for students and staff affected and infected with HIV and AIDS.
- iii. The University will provide referral services and advice on nutritional care to students, staff and their immediate family members.
- iv. The University will explore the possibility of providing home-based care, including basic nursing care, counseling of the patient and significant others, and training of care givers.

### **3.3.5 Post-Exposure Prophylaxis Services**

Where risk of occupational exposure to HIV exists, procedures for notification of exposure and access to post-exposure prophylaxis will be adequately signposted. Further, the University College will:

- i. Encourage research on gender issues and develop effective programmes to support those affected by gender violence.
- ii. Provide information and skills for the prevention of rape and other sexual abuse.
- iii. Provide counseling for rape and sexually abused staff and students.
- iv. Provide training of counselors to deal with rape and sexual abuse cases expediently.
- v. Develop and issues guidance for treatment of occupational or accidental exposure of HIV.

- vi. Provide life and social skills that promote healthy gender relationships.
- vii. Reach out to promote secondary school-going and out-of school youths through extension and outreach activities.

### **3.4 IMPLEMENTATION STRUCTURES, PROCESSES, MONITORING AND EVALUATION**

- i. The HIV and AIDS policy implementation will be supported and championed by the University College Management.
- ii. All heads of schools, faculties, departments and units will be briefed on the policy, its content and its implementation.
- iii. HIV and AIDS will be a standing item on meetings of the University College Management, Faculty Boards and other University governance structures.
- iv. The Sub-AIDS Control Unit committee in conjunctions with Directors, Deans and Chair of Departments shall recruit and train at least one peer educator in every department. This person will be responsible for ensuring implementation of the HIV and AIDS policy in each department, and s/he will be required to submit a quarterly report on HIV and AIDS activities in their department to the sub-ACU committee.
- v. A Sub-AIDS Control Unit office, reporting directly to the Principal will be established, and staffed by a person appointed by the principal. The functions of this office will include; to coordinate and act as a secretariat for the implementation of the policy across the University College; establish task teams to support implementation of specific aspects of policy within faculties; access outside expertise and materials which can assist faculties in integrating HIV and AIDS into teaching, research and service; convene monthly meetings of faculty representatives and peer educators to assess and support implementation of policy; establish and implement a monitoring and evaluation process which can track the impact of HIV and AIDS on campus as well as the impact of interventions.
- vi. In the implementation of the HIV and AIDS Policy, the University College will seek to collaborate with other stakeholders', institutions and the government.

- vii. The University College, through the sub-AIDS Control Unit, shall routinely monitor and evaluate the progress of the institution's HIV and AIDS activities to ensure that resources are used efficiently and that goals are being met.

### **3.5 POLICY REVIEW**

HIV and AIDS is not static and policies addressing aspects of the pandemic as they affect Kibabii University College will be reviewed on a regular basis to:-

- i. Evaluate its effectiveness.
- ii. Take cognizance of fresh initiatives around HIV and AIDS, whether these be from the government, institutions of higher learning or elsewhere.
- iii. Consider appropriate amendments to the Policy in light of the above.

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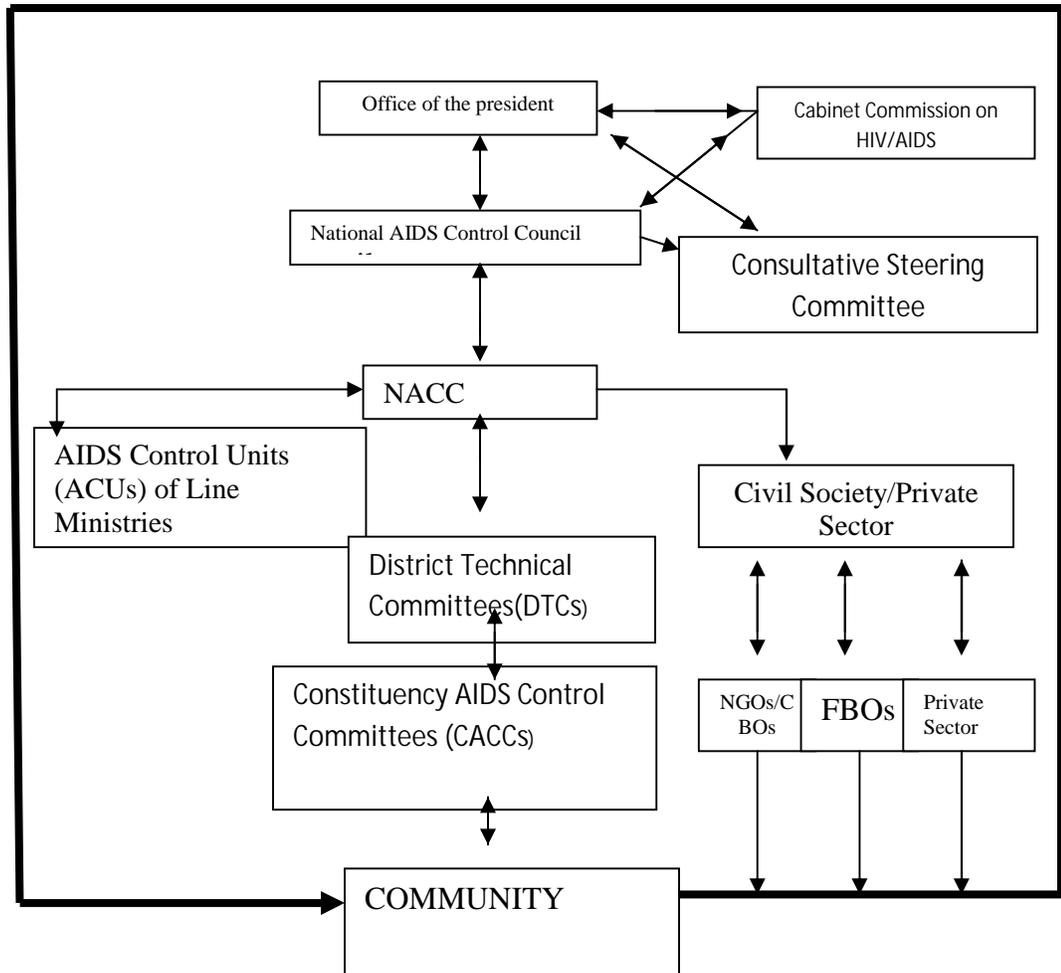
University of the Witwatersrand (2002). Johannesburg, South Africa, HIV and AIDS Policy.

## **Annex 1: Principles of ILO**

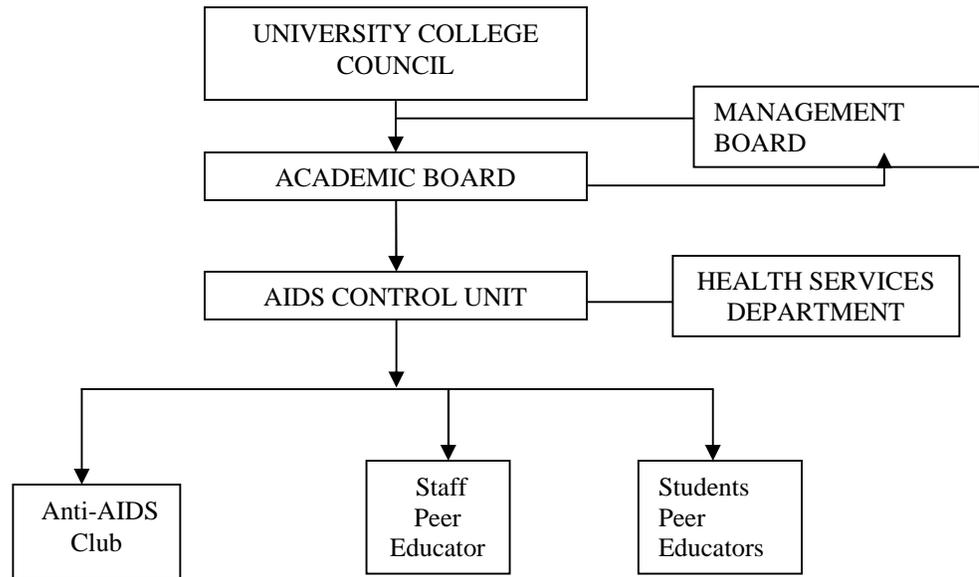
Principles of The ILO Code of Practice on HIV and AIDS and the Work Force as indicated in ILO Convention No. 111 on Discrimination (Employment and Occupation)1958:

1. The protection of human rights and dignity of HIV infected workers
2. The avoidance of discrimination in relation to workers living with HIV.
3. Application of the universal blood and body fluid precautions consisting of;
  - i. Careful handling and disposal of needles and other sharp objects;
  - ii. Hand washing before and after a procedure
  - iii. Use of protective barriers such as gloves, gowns , masks- for direct contact with blood and other body fluids
  - iv. Safe disposal of waste contaminated with blood and other body fluids
  - v. Proper disinfection of instruments and other contaminated equipment and
  - vi. Proper handling of soiled linen

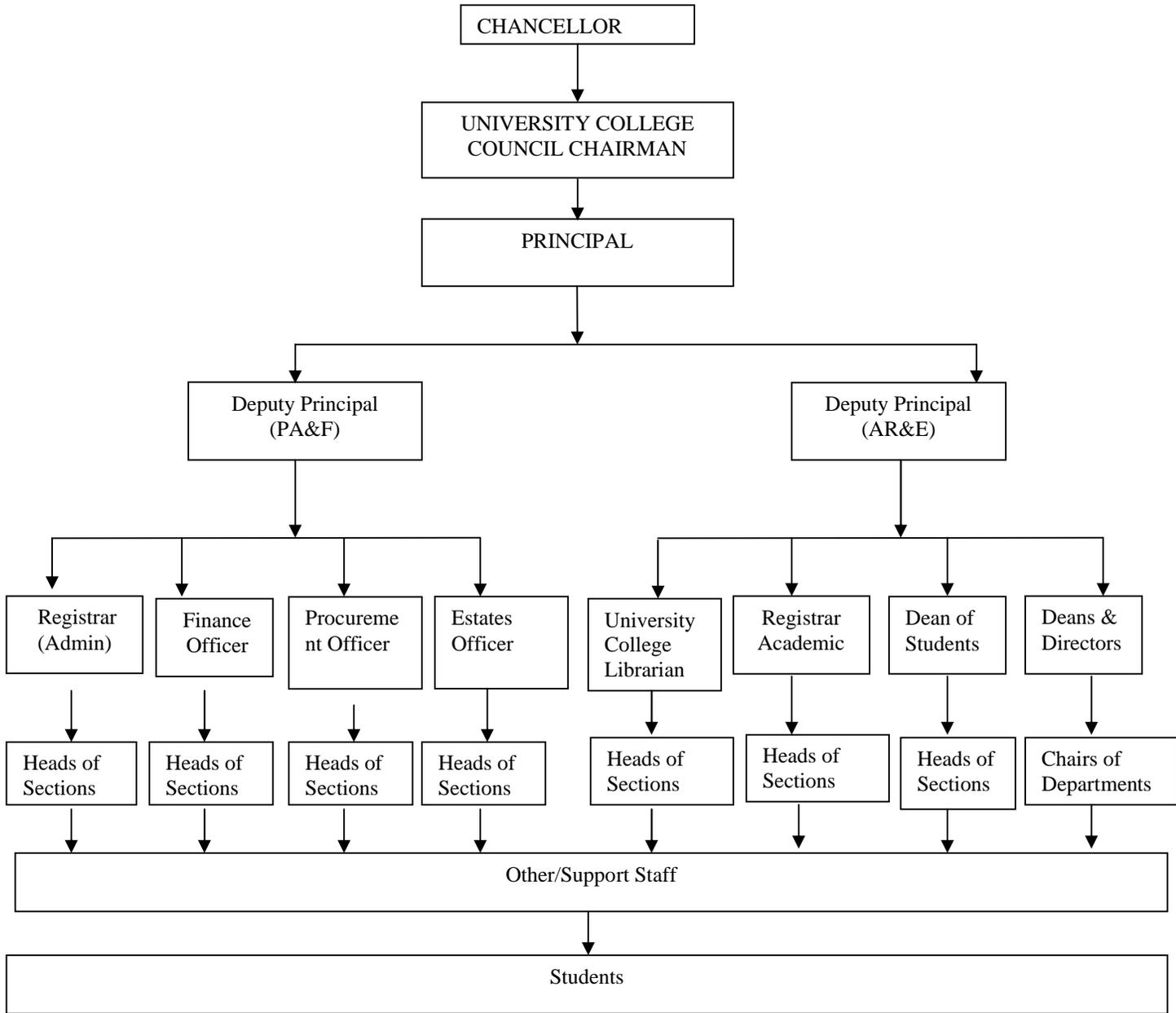
**Annex 2: National AIDS Control Council Framework**



### Annex 3: Kibabii University College AIDS Control Sub-Unit Organogram



**Annex 4: Kibabii University College AIDS Control Sub-Unit Institutional Management Structure**



## **Annex 5: List of AIDS Control Sub-Unit Committee Members**

S/N	Name	Department
1	M/S ROSE ATIENO MUTENDE	Coordinator
2	MR. DAVID BUTALI	Snr. Assistant Registrar (Admin)
3	M/S NOEL MALANDA	Snr. Deputy Dean of Students
4	M/S ELFRIDA CHEPKIRUI	Catering Services
5	MRS ELECTINE MASENGELI	Health Services
6	MR. BOFACE KWACH	Faculty of Science
7	MR. DAVID CHEBON	Academic affairs
8	M/S CHRISTINE NABWIRE	FESS
9	M/S PATRICIA WAMBUA	Secretariat
10	MISS MERCY NDEDA	Student Representative