



Chipunga Development Committee  
c/o Mr. Daniel Mthuti / Mr. Mareike Bernhard  
P.O. Box 611  
Mzuzu  
Malawi

April 18, 2009

## Implementation of a “HIV Communication Campaign” and a “Workplace Policy on HIV/AIDS”

Dear Mr. Mthuti,  
Dear CDC members,

Due to Mareike's dedication and your efforts we received a plan regarding a communication campaign including voluntary counselling and testing and a parallel development of a workplace policy on HIV/AIDS.

GRACE strongly supports your commitment on social and psychological support to individuals and families aiming at reducing the transmission of HIV and the impact of HIV/AIDS. We agree to the proposed training by the **Population Services International (PSI)** and the voluntary counselling and testing conducted by the **Malawi Aids Counselling and Resource Organization (MACRO)**.

An HIV/AIDS prevention program aims at changing behavioural norms. So communication campaigns that educate and induce healthy behaviour such as abstinence, delay of sexual relations, mutual fidelity and correct and consistent condom use are essential. The “ABC” of preventing HIV/AIDS and other sexually transmitted infections may well be demonstrated by drama groups and promotion of Chishango condom.

GRACE grants the project to be budgeted on top of the yearly CDC resources. Please ensure that outlays are tracked accurately and everything is covered by invoices. According to an initial information by Mareike, the cost shall not go above MK 20.000,-. One question: how about your self-contribution? Any idea on that?

Workplace policy development: According to recommendations of international AIDS federations we propose to follow the subsequent points to develop and to implement a valuable and helpful workplace policy:

### 1. Preparation

- Obtain support by the management of Chipunga Farms Ltd.
- Appoint a group of responsible persons (with respect to the diversity within the workforce: you need women, men, and representatives of management team – otherwise the policy will be hardly accepted by the people)

### 2. Clarification of fundamental questions

- Do you want to implement a HIV-specific or a more general policy on all severe illnesses and/or discriminations?
- Who is responsible for implementation and push through of the policy?
- Who will supervise, check, and overwork the regulations?

### 3. Establish a working policy on HIV/AIDS

- 1. part: general declaration on sense and aim of the regulations
- 2. part: general principles as basis to other norms (equal opportunities for everybody, fight discrimination, voluntary but no compulsory testing, save working environment for everybody)
- 3. part: action and control, rules on correct behaviour with HIV+ people, and consequences when violating the rules
- 4. part: description of measures concerning: prevention, continuous education, looking after, and support

### 4. Release of the working policy on HIV/AIDS by the planning group

- Completion and overworking of the draft policy
- Release of the final draft by the planning group
- Obtain the approval of the manager



## 5. Implementation of the working policy on HIV/AIDS at the place of work

- Top down implementation of your policy
- Guarantee everybody knows and everybody really understands the content of the rules
- Appoint a coordinator or contact person concerning HIV/AIDS related issues
- Regular check and revision of the policy

A commented and formatted version of your draft policy is attached to this letter. Further I put in the wording of a Swiss example. Their wording might be the starting point for a discussion within your group and might help you to fix a good and important policy. Mareike could translate the key text parts and you could reflect whether they are useful or not and how they have to be adapted to your needs and to your culture.

Please consider the questions addressed under point 2 when discussing the final version. Please do never think about getting the perfect policy, but it is of your interest in obtaining something close to your people requirements, desires, and needs.

We wish you good fortune and great success in your upcoming performance to prevent HIV/AIDS and to anti-stigmatise this unfortunately merciless and unforgiving disease.

With warm regards,



Dr. Jens Diedrich  
President GRACE charity