

ID 15185 Health & Deserse - aids box

# HIV/AIDS



## MANUAL

# HIV and AIDS Manual, Shopsteward/ Activist campaign kit and sectoral booklets for trade unionists.

## 1. Background to the project

The Human Immuno Deficiency Virus (HIV), which causes AIDS, continues to spread around the world, particularly in Africa, causing approximately 16 000 new infections per day. At the beginning of 1998 more than 30 million people were infected with HIV, with 11.7 million people having lost their lives to the disease.

Sub - Saharan Africa is by far the worst affected by the AIDS epidemic, with 60% of the men, 80% of the women and 90% of the children infected world wide living in the region. Projections of the economic impact of the disease in African countries suggest that the AIDS epidemic will reduce Gross Domestic Product (GDP) growth rates by 1% per year.

South Africa presents fertile ground for the spread of the disease because of its high levels of poverty and inequality, its historical migrant labour system and a lack of adequate access to basic services by the majority of the people. South Africa is considered to have one of the fastest growing HIV - positive populations in the world. We have more HIV infected people here than in any other country, except India. (1)More than 4 million people in SA are infected. This means that one in every ten South Africans are infected with HIV. Health officials estimate that 1 500 South Africans are infected daily. That means that within a few years more than 500 000 South Africans will be dying annually from AIDS.

As in the rest of the region, South African women bear the brunt of the infection. Levels of HIV infection amongst women attending antenatal clinics have increased in eight of the nine provinces, with KwaZulu - Natal having the highest prevalence, showing an increase from 19.9% in 1996, to 32.5% in 1997. The unequal status of women

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<sup>1</sup> Department of Health Summary Report of Survey of Women attending public antenatal clinics in SA 1999.

in society, their lack of economic empowerment, which reinforces their economic dependence on men and the traditional views of male and female sexuality, deny women their sexual autonomy and undermines their ability to negotiate safer sex.

## **2. Analysis of problem**

Every sexually active person is at risk of HIV infection. Nobody is completely protected. HIV and AIDS is a condition among people driven by human behaviour, driven by the nature of relationships between individuals and by the nature of relationships among groups in society, particularly power relations. Issues of poverty, human rights, ethics and law enter into almost every aspect of an individual's and community's experience in confronting and responding to HIV and AIDS.

In many countries, people living with HIV and AIDS, their partners, family and friends are discriminated against. The AIDS epidemic has shown a consistent pattern through which discrimination, marginalisation and stigmatisation of individuals and groups increase their vulnerability to HIV and AIDS. In the context of HIV and AIDS, human rights and the law are crucial to protect human dignity and to reduce human suffering. Human rights and the law coupled with poverty alleviation and systematic education, are essential to empower people to avoid infection and providing support to people living with HIV/AIDS(PLWHA). PLWHA, need to live healthily, productive and happy lives for as long as possible. Poverty alleviation, systematic anti-HIV/AIDS education and promotion and protection of our human rights are important for ensuring an effective, response to HIV and AIDS.

The South African Department of Health predicted that 20 % of South Africa's workforce will be HIV positive by the year 2000. The AIDS epidemic therefore poses two challenges to the labour movement. *Firstly, to ensure, through collective bargaining and legal measures, greater protection for HIV infected employees. Secondly, to work together with other interest groups such as government, NGOs and community organisations to jointly develop HIV and AIDS education, prevention and care programmes.*

## Trade Unions, workers and HIV/AIDS:

All trade union federations and several individual unions have recognised the importance of addressing the crisis of AIDS in society and at the workplace. However, trade unions in South Africa have realised that their efforts in combating the disease as part of a systematic programme needs to be stepped up significantly. The issue of HIV and AIDS has not been placed fully on the agenda of trade union work in South Africa. Yet, the trade union movement and workers by virtue of their collective traditions and organisation has much to contribute in fighting the epidemic. This contribution is certainly not confined to the workplace and trade union structures. As has been demonstrated historically, especially during the height of anti-Apartheid struggle during the 1980s, trade union influence, its methods and approach, invariably spills over into the communities where workers live. It is these communities that are normally the most vulnerable to the epidemic due to poverty. *As a campaigning force, no other non-governmental and mass based organisation within civil society has as great an influence over society through mass activity.*

The anti HIV/AIDS Manual, shopsteward/activist campaign kit and sectoral booklets for trade unionists is therefore intended to contribute to the trade union movement placing the issues of HIV and AIDS high up on its agenda and to ensure that it is fully involved and spearheading the campaign against it.

This manual thus aims to contribute to ensuring greater awareness amongst trade union members of the AIDS epidemic and that the issue assumes much greater importance and becomes integral to trade union activities and work, such as, collective bargaining and shop stewards' duties.

The broad focus of the manual, shopsteward/activist campaign kit and the sectoral booklets will be on the impact of AIDS on workers, the economy and society, the importance of responding to it and how to do so. It aims to ensure that AIDS becomes central to collective bargaining and other aspects of trade union work, as well as the role which trade unionists can play in their communities in combating the disease and related problems.

### **3. Definition of target groups**

The identified target group for which the manual will be prepared include shop-stewards, trade union officials and trade union members directly involved in the campaign to combat HIV/AIDS. The beneficiaries of this project will be trade union anti-HIV/AIDS activists who have had some assistance and education in the use of the manual, trade union members, their communities and society.

### **4. Institutional framework – *The User Constituency:***

Affiliates of the Congress of South African Trade Unions (COSATU), Federation of Unions of South Africa (FEDUSA) and the National Council of Trade Unions (NACTU) will be partners in this project. The three trade union federations together with NGO and donor partners have come together in a strategic initiative to fight the disease. The manual will be used both as a direct educational supplement and ongoing resource for trade union anti-HIV/AIDS activists and negotiators. The manual will also be made available to trade unionists and activists outside of this organisational arrangement.

- 4.1. *The target group* will be directly involved in the planning and development of the manual through consultation. Their direct involvement will impact on the content and form of the manual and ensure proper usage thereafter.
- 4.2. *Specialist consultations with experts* in the field of HIV/AIDS education, legislation and campaigning will be set up in collaboration with funding partners.

### **5. Design of Project**

#### ***Long term objectives***

To empower the labour movement in their important contribution in the struggle to fight the HIV/AIDS epidemic.

To contribute to ensuring that the issues of HIV and AIDS is central to the trade union agenda.

- ñ Feedback from users about whether they are in a position to identify and understand the problems and rights related to HIV and AIDS at the workplace and community.
- ñ Written formulation of demands or agreements by trade unionists on HIV/AIDS and incorporating these into collective bargaining.
- ñ Feedback from the target group on the spread of information and knowledge acquired by utilising the products in their trade unions and communities.
- ñ Constant demand for the products and resources.
- ñ Feedback in various ways, critical or complimentary, from the target group and others through users' surveys.

These will be obtained through 3 meetings/workshops with the National Labour HIV/AIDS task team and the shop-steward focus groups during a period of one year following the publication and distribution of the manual (January – December 2001).

## **8. Inputs**

Capital required, covering the costs of conceptualising the manual, shopsteward/activist information and campaign kit, consultations, research, writing, layout, evaluation, production and distribution of the manual.

## **9. Outputs**

- ñ A manual developed for trade unionists on HIV/AIDS covering a variety of areas aimed at assisting them in their campaign against HIV/AIDS.
- ñ A shopsteward activist anti-HIV/AIDS campaign information and resource pack. These will include audio-cassettes in various languages on special sections with guidelines on how to use them.
- ñ Special sectoral information and campaign booklets for mining,

**b) Background and nature of the disease**

- Understanding HIV/AIDS
- The myths about HIV/AIDS and dealing with them
- Discrimination and prejudice and dealing with it
- Responses to HIV/AIDS
- Gender and HIV/AIDS
- The Role of Culture

**c) Important Laws relevant to HIV/AIDS and using them**

- The Constitution
- Labour Relations Act
- Employment Equity Act
- International Law
- Protecting people with disabilities
- Other Laws

**d) Common issues/questions regarding HIV/AIDS at the workplace**

- Can an employer force a job applicant to have an HIV test?
- Can an employer make an HIV test part of a medical examination?
- Can an employer ask an existing employee to have an HIV test?
- Do we have the right to confidentiality at work?
- Can an employer demand to know if the cause of an illness is HIV infection?
- Can an employer refuse to employ a person because she/he is HIV positive?
- Can an employer dismiss a person who is HIV positive?
- Is it legal to dismiss a person who has AIDS?
- Assisting in cases of illness and/or incapacity due to HIV/AIDS
- What if other employees refuse to work with a person who has HIV or AIDS?

**e) Workplace policy on HIV/AIDS – The role of the union**

**f) Centralised Bargaining and HIV/AIDS policy**

**g) Health and Safety at work**

- Occupational Health and Safety Act
- Risks and precautions
- Can you be compensated for contracting HIV at work?
- Security at work - HIV and AIDS policies and prevention programmes.

**h) Employee benefits**

- Can an employer refuse benefits to a person who has HIV or AIDS?
- Medical aid schemes and HIV/AIDS

- i) Dealing with HIV/AIDS in certain sectors/industries (Transport, mining, healthcare)
- j) Social Support for people living with HIV/AIDS and the role of the trade union
- k) HIV/AIDS and Collective Bargaining – draft agreements/codes
- l) HIV/AIDS and the role of the Trade Union in the Community
- m) Campaigning against HIV/AIDs (focusing on the Programme of Action as developed by the national task team).
- n) Education Materials/resources and guidelines for using these.
- o) Useful contacts and organisations (provincially and nationally)

### ***Format of the Manual:***

#### **1) Overall Format**

- 1.1. A4 Clip file format (hardy plastic – similar to US CDC file)
- 1.2. Name of Manual on cover and spine of file
- 1.3. Pages paper to be strong and durable
- 1.4. Each section to be clearly divided and labelled
- 1.5. Contents page
- 1.6. Glossary of terms
- 1.7. Index

#### **2) Format of Sections**

- 2.1. Why the section is important or necessary?
- 2.2. The issues/content
- 2.3. What do we do about it (Way forward – planning action)
- 2.4. Useful resources and contacts and how to use them

## ***Workplan and time frame:***

### ***Consultative groups:***

These groups will be set up to critically assess each draft of the manual, shopsteward/activist campaign kit or sectoral booklets.

The labour task group will focus mainly on the manual, although when appropriate, will also advise on the user friendliness and content of the shopsteward/activist campaign kit as well as the sectoral booklets.

Three groups of shopstewards, based in Durban, Cape Town and Johannesburg respectively will assess the shopsteward/activist campaign kit in special consultative workshop sessions to ensure systematic evaluation and improvement of each draft.

The special sectoral booklets will be assessed by the labour task team and representatives of the unions organising in those sectors.

Two evaluation sessions are to be held with each group during the course of production.

Work on these publications and kits are to commence as soon as possible after the formal contractual and budgetary arrangements have been finalised.

**It is proposed that we work towards launching these on 1 December, International AIDS Day.**

## Time Plan:

Confirmation of Project: *Mid-June 2000*

Getting together of Production Team: *End of June*

Drafting of samples/models: *Mid July*

Approval of Samples/Models by Task Team: *End of July*

Production of First Draft of Manual & S/S Campaign Kit: *End of September*

Consultative Meetings on 1<sup>st</sup> Draft: *1<sup>st</sup> week of October*

Completion of 2<sup>nd</sup> Draft: *3<sup>rd</sup> week of October*

Consultative Meetings on 2<sup>nd</sup> Draft: *Last week of October*

Final Draft completed by: *2<sup>nd</sup> week of November*

Final Consultations/Editorial???

Production and Printing: *3<sup>rd</sup> week of November*

***Launch on 1<sup>st</sup> December: International AIDS Day***

## BUDGETS:

## **A. HIV/AIDS Manual for Trade Unionists:**

## 1. Conceptualisation and Proposal Development:

40 hours x R250 R10 000

## 2. Research and Writing the Manual

150 pages (incl. resource materials like slides for OHP) x R1200 = R180 000

### 3. Layout (Including graphics and Artwork):

150 x R300 = R45 000

#### 4. Editing:

#### 4.1. Direct Editing by Production Co-ordinator:

75 hours x R250 = R18 750

#### 4.2. Consultative Sessions with Production and Task Teams:

30 hours x R250 = R7500

## Travel and Accommodation for Consultations with Task Team

2 sessions x R2500 = R5000

Editing total = R31 250

→ 5. Evaluation:  
meetings w/TT: (July/Nov 2001)  
**TOTAL** R266 250.00 = R 274,250.00

Facilitation: R1500 x 2 meetings = R3000

$$\text{Travel; accommodation} = R2500 \times 2 \text{ nights} = R5000 \\ (\text{from CPT}) \qquad \qquad \qquad \text{Total: R8000}$$

## B. Shop-stewards HIV/AIDS Campaign Kit:

### 1. Conceptualisation and Proposal Development:

Covered in A. (*HIV/AIDS Manual for Trade Unionists*)

### 2. Research and Writing of Sections:

2.1.

→ Research covered in A.

*translation services:*

ADD: ~~15 sections x 2 A4 sides = 15 x 2 x R600 = R18 000~~  
→ ~~translation into four languages x 30 pgp x R150/pg = R18,000~~

### 3. Layout: (Including graphics and Artwork):

32 sides (including covers) x R300 = R9600

### 4. Editing:

#### 4.1. Direct Editing by Production Co-ordinator:

8 hours x R250 = R2000

#### 4.2. Consultative Sessions with Production and Focus Groups:

Production team = 8 hours x R250 = R2000

Focus Groups = 3 groups x 2 sessions x R1500 per day = R9000

Travel and Accomodation 4 sessions x R2500 = R10 000

Total for Editing = R23 000

### 5. Production of Audio Cassettes:

- 3 Audio cassettes x 30 minutes x R400 per minute = R36 000
- Production in 4 other local languages (Isi-Zulu, SeSotho, Isi-Xhosa and Afrikaans) = 4 x R36 000 = R144 000  
(Unit cost includes research, script-writing, production and editing)

→ 6. Evaluation sessions w/ focus groups

*2 sessions w/ 3 groups (July/Nov. 2001) =*

**TOTAL**

R230 600

*18,000  
19,000  
37,000*

*= 267,600 6 days x R1500 = R9,000*

*13 Travel-Accommodation*

*4 x 2,500 = R10,000*

## C. Sectoral Booklets:

### 1. Conceptualisation and Proposal Development:

Covered in A.

### 2. Research and Writing of Sections:

2.1. 25 pages x 5 booklets x R1200 = R150 000

### 2.2. 3. Layout (Including Graphics and Artwork):

125 pages x R300 = R37 500

### 4. Editing:

#### 4.1. Direct editing by Production Co-ordinator

60 hours x R250 = R15 000

#### 4.2. Consultative sessions:

With Task Team - Covered in A.

With Trade Unionists in sectors:

10 hours x R250 = R2 500

Editing Total = R17 500

**TOTAL** = R205 000 = R280,000

Translation: <sup>booklets</sup>

4 languages x 5 x 25 pg x R150/pg = R75,000