

Wave Industries Private Limited

HIV and AIDS at Workplace Policy

Purpose- The purpose of this policy is to ensure a non-discriminatory, safe, and inclusive workplace for persons living with HIV and AIDS (PLHIV), in compliance with the HIV and AIDS (Prevention and Control) Act, 2017. The Company is committed to protecting the rights, dignity, privacy, and health of employees affected by or living with HIV.

Scope and Applicability

- All employees of the Company including permanent, temporary, probationers, trainees, apprentices, contractual, fixed-term employees and consultants.
- Job applicants, interns and candidates during recruitment and selection processes.
- All Company locations including offices and plants

Definitions- For the purpose of this policy, definitions shall be as per the HIV and AIDS (Prevention and Control) Act, 2017:

- **HIV:** Human Immunodeficiency Virus.
- **AIDS:** Acquired Immune Deficiency Syndrome.
- **Person Living with HIV (PLHIV):** A person who has been diagnosed as having HIV.
- **Discrimination:** Any distinction, exclusion, or restriction based on a person's actual or perceived HIV status which impairs or nullifies equality of opportunity or treatment.

Policy Statement- The Company is committed to:

- Preventing discrimination against employees and applicants on the basis of actual or perceived HIV status.
- Ensuring confidentiality and privacy of HIV-related information.
- Providing a safe and supportive work environment.
- Promoting awareness, prevention, and access to treatment.

Non-Discrimination in Employment- The Company shall not discriminate against any person on the grounds of HIV status in matters relating to:

- Recruitment, selection, and appointment
- Terms and conditions of employment
- Promotion, transfer, training, and career progression
- Termination of employment

Prohibition of Mandatory Testing

- No employee or job applicant shall be required to undergo mandatory HIV testing as a condition of employment, promotion or continued service.
- HIV testing, if undertaken, shall be voluntary, informed and with prior consent as per law.

Confidentiality and Disclosure

- HIV-related information shall be treated as strictly confidential.
- Disclosure of HIV status shall be made only with the informed consent of the employee or as required by law.
- Unauthorized disclosure shall be treated as serious misconduct.

Reasonable Accommodation and Support- The Company shall, wherever feasible:

- Provide reasonable accommodation to employees living with HIV, including flexible work arrangements or modified duties, based on medical advice.
- Ensure access to medical benefits, insurance coverage, and welfare schemes without discrimination.

Workplace Safety

- The Company shall maintain a safe and healthy workplace in accordance with applicable occupational health and safety laws.
- Universal precautions shall be followed to prevent occupational exposure.
- No employee shall be excluded from work on the basis of irrational fear or stigma related to HIV

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Awareness and Education- The Company shall conduct periodic awareness and sensitization Programmes for employees to:

- Dispel myths and misconceptions about HIV and AIDS
- Promote prevention and early treatment
- Encourage a culture of empathy and inclusion

Grievance Redressal Mechanism

- Any employee who feels discriminated against or whose confidentiality has been breached may raise a grievance with HR or the designated Complaints Officer.
- Complaints shall be handled promptly, confidentially, and without retaliation.

Statutory Compliance and Penalties- The Company shall ensure compliance with the HIV and AIDS (Prevention and Control) Act, 2017. Any act of discrimination, breach of confidentiality, denial of employment, or unfair treatment on the grounds of HIV status may attract penalties like Monetary penalties and other legal consequences as prescribed.

Roles and Responsibilities

Management

- Demonstrate commitment to non-discrimination and inclusion.
- Ensure resources for implementation of this policy.

Human Resources

- Implement and monitor this policy.
- Maintain confidentiality of records.
- Conduct awareness Programmes.

Employees

- Treat colleagues with dignity and respect.
- Refrain from discriminatory or stigmatizing behavior.

Review and Amendment- This policy shall be reviewed periodically and amended as required to align with changes in law or organizational needs.