



# HIV/AIDS WORKPLACE POLICY



VERSION: 1.0

EFFECTIVE FROM: 1<sup>st</sup> June 2025

DUE FOR REVIEW BY: 31<sup>st</sup> December 2026



Apraava Energy Private Limited recognizes HIV/AIDS as a serious public health issue with significant social and legal implications. This policy promotes to provide non-discriminatory, inclusive and respectful workplace for all regardless of actual or perceived HIV status in line with the HIV and AIDS (Prevention and Control) Act, 2017 and the Model HIV and AIDS Policy for Establishments, 2022.

### **1. Scope and Applicability**

This policy applies to all employees of Apraava Energy including permanent, contractual, part-time, probationary, temporary, interns, trainees, consultants and applicants seeking employment opportunities in Apraava Energy.

### **2. Non-Discrimination and Equal Opportunity**

Apraava Energy is committed to providing equal opportunities in recruitment, training, promotion and employment benefits. No person shall be denied or discontinued from employment or treated unfairly on the basis of their HIV status.

### **3. Prohibition on HIV Testing**

There shall be no requirement for mandatory HIV testing as precondition for recruitment or during the course of employment. If any testing is to be undertaken, it will be conducted only with the informed written consent of the individual and with pre- and post-test counselling in line with medical requirements.

### **4. Voluntary Disclosure and Confidentiality**

Disclosure of HIV status by any employee is purely voluntary. Apraava Energy shall ensure strict confidentiality of all medical information including HIV-related information in compliance with Section 11 of the Act. Access to such information shall be restricted to designated personnel and used only with prior informed consent of the individual. Breach of confidentiality will be subject to disciplinary action in accordance with company policy.

## **5. Right to Continue Employment**

An employee living with HIV shall have the right to continue in employment as long as they are medically fit to perform their duties. Reasonable accommodation shall be provided where necessary including adjustment of work hours, assignments or roles without discrimination.

## **6. Stigma-Free and Supportive Environment**

Apraava Energy is committed to fostering a stigma-free, inclusive and caring environment. Any form of harassment, vilification or discriminatory conduct towards persons living with or affected by HIV will be dealt with strictly including initiation of disciplinary proceedings against erring employees.

## **7. Awareness and Training Programs**

Regular awareness and sensitisation programs shall be conducted by the factory management to educate employees on:

- Prevention and treatment of HIV/AIDS,
- Legal rights of persons affected,
- Eliminating stigma and myths associated with HIV.

Special training shall also be provided to HR managers, supervisors, and line managers to ensure proper implementation and compliance with this policy and provisions of law.

## **8. Access to Support Services**

Wherever possible Apraava Energy shall facilitate access to health care services, pre and post counselling, mental health support and legal guidance for employees living with or affected by HIV/AIDS.

## 9. Complaint Mechanism and Grievance Redressal

Any employee experiencing discrimination, harassment or breach of confidentiality may file a complaint with the designated officer:

**Complaints Officer:** Dr. Priyesh Modi

**Email:** Priyesh.Modi@apraava.com

Complaints shall be addressed promptly and confidentially by the Compliance Committee in fair manner in accordance with Rule 13 of the Model HIV and AIDS Policy for Establishments, 2022.

Apraava Energy adopts a non-retaliation policy, ensuring that no adverse action will be taken against any person for lodging a complaint in good faith.

## 10. Monitoring and Review

This policy shall be reviewed periodically, at least once every two years, to ensure its continued relevance, legal compliance, and effectiveness. Necessary amendments shall be made to incorporate any updates in law or government policy.