

Roche Guideline on HIV/AIDS in the workplace

1. Purpose

The purpose of this Guideline is to establish the minimum standards of behaviour Roche as an employer requires concerning HIV/Aids and its employees in the workplace. Based on the Roche Code of Conduct that entered into force in February, 2011 and on the Roche Employment Policy that entered into force in May, 2003 (updated 2012), Roche neither accepts nor tolerates any form of discrimination based on gender, race, age, colour, religion, marital status, sexual orientation, national origin, disability or any other characteristics. This protection extends to employees infected by HIV/AIDS.

The main objective is to ensure a uniform and fair approach to effective prevention and treatment of HIV/AIDS among Roche employees.

2. Basic information on HIV/AIDS

HIV stands for Human Immune-deficiency Virus : a virus that weakens a person's immune system. HIV causes AIDS (Acquired Immune Deficiency Syndrome).

Roche acknowledges the seriousness of the HIV/Aids epidemic. HIV/Aids is a serious, lifethreatening syndrome with an impact on many social and economic aspects of life.

3. Treatment of HIV/AIDS infected people working for Roche

Roche does not tolerate any corresponding stigmatisation and discrimination. This Guideline aims to protect all HIV positive employees from stigmatisation and discrimination.

Job access, status, security and training should not be affected by the HIV status.

Roche as an employer rejects HIV testing as a prerequisite for recruitment, but Roche promotes and facilitates access to voluntary testing. The company will neither have access to an individual HIV test result nor will Roche as an employer record any individual test result. Roche strives to create a climate that encourages disclosure of the individual HIV test result by the employee based on mutual trust and respect.

4. Roche HIV/AIDS program components

Roche focuses on raising Roche employees' education and awareness concerning HIV/AIDS. Each Roche Company must locally and proactively manage the impact of HIV/AIDS on the Company and on the employees.

Roche employees should be able get access to information about HIV/AIDS in an appropriate way.

Appropriate measures should be in place to protect employees from exposure to HIV during their work e.g. whilst handling biological materials.

5. Local implementation

This Guideline describes the minimum standards each Roche company has to implement locally. Each Roche Company should also assess the local situation. Where necessary, an extended program of measures should then be implemented to ensure that additional risks relating to HIV/AIDS are managed appropriately.

6. Entry into Force

This revised guideline was adopted by Dr. Gottlieb Keller, Member of the Corporate Executive Committee, on June 1, 2012; this Guideline came into force the same day