

Annexure B

HIV AIDS RISK ASSESSMENT

Activity	Activity objectives	Risks	Controls
Workplace	Maintain planned production levels. Ensure production costs are kept in check.	<p>Excessive absenteeism (due to funerals and sick leave) resulting in a drop in productivity.</p> <p>Low staff morale from deaths resulting in a drop in productivity.</p> <p>Performance management:</p> <ul style="list-style-type: none"> • Inadequate performance management system. • Increased production costs from lower output per employee/gang. • Hidden infected employees not timeously detected. • Payment of labour costs and production bonuses for unproductive sick employees. <p>Inability to secure funds to manage HIV/AIDS risks.</p>	
	Maintain a safe working environment.	<p>Workplace mistakes resulting in workplace disasters/accidents.</p> <p>Heatstroke – Collapse on the job.</p> <p>Workplace accident infections or transmissions (employee to employee).</p>	

<p>Staff Recruitment</p>	<p>Ensure fit and healthy staff are recruited.</p>	<p>Recruitment of unfit staff resulting in excessive costs.</p> <p>Ongoing employment of unfit or unhealthy employees resulting in productivity reductions.</p> <p>Inadequate employee testing and screening process.</p> <p>Non-compliance to Union agreements and labour legislation (litigation).</p> <p>Lack of or non-compliance to an HIV/AIDS Policy.</p>	
<p>VCT and wellness clinics</p>	<p>Obtain employee acceptance to join wellness programmes.</p> <p>Promote early treatment and early detection of employees.</p> <p>Prevent new HIV infections.</p>	<p>Employees non acceptance to be screened or engage on the programme.</p> <p>Poorly run clinics or wellness programmes.</p> <p>Poor service or STI treatment at Medical Stations, including Judgemental staff.</p>	
<p>Awareness Campaigns and Staff Training</p>	<p>Promote overall awareness of the disease.</p> <p>Promote wellness clinics attendance.</p>	<p>Campaigns not achieve the right perception or level of awareness.</p> <p>Campaigns do not reach all the required staff, inadequate coverage.</p> <p>Society reputational risks on failed projects or of lack of commitment to address the disease.</p> <p>Lack of union commitment to programmes.</p>	

<p>Human resources and training</p>	<p>Adequate training to identify unproductive/sick staff.</p> <p>Staff man power planning adequately addresses the potential AIDS impact.</p> <p>Adequate Medically Infected Employees processes.</p>	<p>Inadequate supervisory training.</p> <p>Manpower Planning:</p> <ul style="list-style-type: none"> • Inadequate short term and long term man power planning. • Loss of critical/key employees or skills. • Sudden loss or drop in productivity of a large group of employees all within the same time period; including large scale unplanned absenteeism. The inability to effectively re-allocate staff for work. • Inadequate monitoring of skills availability and labour forecasts. <p>Medically Affected Employees:</p> <ul style="list-style-type: none"> • Inadequate medically affected policies and procedures including poor implementation of such policies and procedures. • Inability to efficiently remove/treat ill staff, or find alternative working environment. <p>Increased costs due to inflexible contractual employee benefits.</p> <p>Increased medical costs.</p>	
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