UN Cares
10 MINIMUM STANDARDS

Join us in our efforts to achieve full implementation of the UN Cares 10 Minimum Standards across the UN system workplace by 2011.

Together, we can make a difference for the UN, our colleagues and their families. The UN Cares 10 Minimum Standards offer a framework to enable all UN system organizations to fully achieve the terms of the UN Personnel Policy on HIV/AIDS. For a complete description of the 10 Minimum Standards and their measurable indicators, go to www.uncares.org or contact the UN Cares Global Coordinator at info@uncares.org.

1 Information about UN policies and benefits. All personnel and their families have access to information about UN system policy, programmes, personnel rights, benefits, and their own responsibilities regarding HIV and AIDS.

2 Information about preventing transmission of HIV and accessing services. All personnel and their families have appropriate knowledge about how to protect themselves from HIV, and those infected or affected by HIV know where to access good quality care, treatment and support.

3 Learning and training activities on stigma and discrimination. Measures are in place to combat stigma and discrimination, and to increase gender awareness.

4 Access to male and female condoms. When high-quality condoms are not reliably and consistently available from the private sector, access should be simple and discreet at the UN workplace.

5 Voluntary counseling and testing. All personnel and their families are aware of where and how to access voluntary counseling and testing.

6 Insurance covering HIV-related expenses. All staff and recognized dependents have access to insurance coverage that allows them to access services for HIV prevention, treatment and care.

7 Confidential handling of personal information. All UN personnel with access to personal information maintain its confidentiality (such as HIV status or any other medical condition).

8 First aid using standard precautions. All personnel have access to first aid using standard precautions, including the use of gloves and sterilized equipment.

9 Rapid access to PEP starter kits. All personnel and family members have access within 72 hours to HIV emergency Post-Exposure Prophylaxis (PEP) starter kits and related care in case of possible exposure to HIV because of sexual assault or occupational accident.

10 Managerial commitment. All UN managers assume leadership on the implementation of UN Cares.
Together, we can make a difference for the UN, for personnel and for our families.

**FOR MANAGERS**

- Ensure required resources are available for UN Cares activities, including staff, time and budget.
- Lead by example, by participating in UN Cares activities and ensuring staff do the same.
- Ensure that all supervisors as well as staff working on human resources issues complete the e-learning course “Building our professional capacity to address HIV.”
- For field-based staff, ensure your local Security Management Team has a clear agreement on who will keep the Post-Exposure Prophylaxis (PEP) starter kits and communicate this to all staff.

**FOR STAFF**

- Know the essential facts about HIV and AIDS; read the booklet “Living in a world with HIV” and visit www.uncares.org to learn more.
- Attend UN learning sessions on HIV and invite family members to do the same.
- Protect yourself and your family from HIV transmission.
- Get tested for HIV and make healthy choices; for facilities near you search the UN Cares Global Database for HIV at www.uncares.org
- Ensure zero tolerance for stigma and discrimination in the UN workplace.
- Take a first aid course that includes information on standard precautions.
- Know who in your duty station keeps the emergency prevention measures [the Post-Exposure Prophylaxis (PEP) starter kits], and make sure your family does, too.

**FOR STAFF WORKING ON UN CARES IMPLEMENTATION**

- Work closely with your UN country team to ensure that UN Cares is and remains a priority in annual work plans and common services budgets.
- Make sure your UN Cares team includes operations managers, human resources staff and others who can support you in your work.
- Ask for help when you need it – through electronic networks, from your UN Cares Regional Coordinator (in regions where available) or other UN Cares staff.
- Ensure that UN Cares materials are accessible to staff, including the poster on the 10 Minimum Standards and how to access the UN Cares Global Database for HIV.

**FOR MORE INFORMATION**

Visit www.uncares.org or contact the UN Cares Global Coordinator at info@uncares.org
WHY DOES UN Cares MATTER?

- It saves lives and money
- Improves staff well-being
- Reduces stigma and discrimination
- Sustains the UN’s capacity to do its core work

Your leadership and action are crucial

UN Cares: The UN system-wide workplace programme on HIV

www.uncares.org
The Secretary-General has made UN Cares a priority, stating his determination “to make the UN a model of how the workplace should respond to HIV.” Success will depend on the leadership and action of all UN organizations and personnel.

HIV is having a serious impact not just on our work, but also in our workplace. Absences, illnesses and deaths due to HIV and AIDS have profound implications for staff, their families, and for the UN. Even in countries where HIV is less visible, the UN has an obligation to act.

UN Cares is designed to reduce the impact of HIV in the workplace by supporting “universal access” to a comprehensive range of benefits for all UN personnel and their families—including prevention, treatment, care and support. Here are some other facts about UN Cares.

**UN CARES PUTS POLICY INTO PRACTICE AND INCREASES PROGRAMME EFFECTIVENESS BY “DELIVERING AS ONE” a unified, coherent workplace programme on HIV.**

Since 1991, the UN has had a system-wide HIV workplace policy. The policy states that all staff and their dependents have access to prevention education, voluntary counseling and testing services, and a workplace free of stigma and discrimination.

Since the policy was enacted, some agencies have implemented workplace programmes. This includes Caring for Us, We Care, and Agents for Change, among others.

Despite successes, overlapping workplace programmes were creating confusion among staff, and inefficiencies in programming, staffing and funding.

“There can be no doubt that the return on the requested investment is well beyond the tangible cost of the programme in terms of its significant impact on staff well-being, increased individual performance and organizational productivity, and recognition of the UN Common System as a socially responsible employer.”

― HR Network report on UN Cares to High Level Committee on Management, September 2007
UN Cares is designed to solve that problem by unifying HIV workplace programmes across the UN system, and “Delivering as One” a comprehensive range of HIV services to all UN personnel and their families. The UN Learning Strategy on HIV/AIDS, which has provided a structured programme of HIV education across the system, has shown that we can indeed “deliver as one.”

These benefits – known as the UN Cares 10 Minimum Standards – include the standards from the Learning Strategy and go further to ensure voluntary counseling and testing, access to male and female condoms, and emergency prevention measures (PEP starter kits) in case of accidental exposure, among others. The Standards also support increased measures to stop stigma and discrimination.

**UN CARES SAVES MONEY AND SUSTAINS UN CAPACITY.** If it fully invests in UN Cares, savings to the UN could total over US$57 million in the next six years, and help sustain the organization’s capacity to do its core work.

Conservative estimates by UNAIDS show that 1.5% of all UN personnel worldwide may be living with HIV (HIV positive). One per cent or more is considered epidemic at the national level.

A 2007 Impact Study of HIV and AIDS on the United Nations found that HIV and AIDS would cost the UN US$57 million over the next six years – or nearly US$10 million a year – in “replacement costs” (recruitment, induction, retraining) and funeral costs and death benefits as compared to proceeding with no prevention, treatment or service programmes.

The same study found convincing evidence that if the UN reaches 80% of staff with the UN Cares package of services, it could prevent nearly one-third of new HIV infections over the next six years, save about US$20 million in training and replacement costs for employees who leave the workforce because of AIDS, and US$16 million in death and funerary benefits for staff that die of AIDS-related causes.

The study also found that the financial savings to the UN would be four times greater than programme costs.

**UN CARES HELPS SAVE LIVES and improve staff well-being by increasing access to HIV prevention and treatment.**

Surveys of UN staff have reported inadequate levels of knowledge about HIV and AIDS, including how to protect themselves.

Knowing one’s HIV status early is essential, to enable better decision making, including about treatment options, as needed.

While education and awareness are increasing among staff, progress is uneven, and there are still many misconceptions as well as a lack of action. A mid-term evaluation of the UN Learning Strategy found that staff in many countries are unaware of the existence of voluntary counseling and testing services in their communities.

**UN CARES ADVANCES GENDER EQUITY by ensuring that services are provided to both men and women.**

Gender inequality both fuels and intensifies the impact of the HIV epidemic. The UN Cares programme provides comprehensive information and services to women, including access to female condoms, PEP starter kits and other preventive measures and education to help build the capacity of women to protect them from the risk of HIV infection.
UN Cares also supports activities that reflect men as full partners in ensuring reproductive health, and, where appropriate, include separate learning sessions for men and women so that each can talk openly.

UN CARES PROVIDES AN UNPARALLELED OPPORTUNITY TO REDUCE THE STIGMA AND DISCRIMINATION that are associated with HIV.

Stigma and discrimination threaten all of us. For staff and family members living with HIV, they may decide not to access care, treatment or counseling services or other entitlements for fear of being ostracized.

For those staff and family members who are HIV negative, stigma may affect their ability to protect themselves and their families from HIV transmission by discouraging them from seeking information, prevention services or HIV testing.

In a 2007 survey of UN staff, nearly half (46%) of the 9,000 UN staff responding said that stigma and discrimination would affect their colleagues.

The UN needs to accord its staff members the same dignity that it asks member states to guarantee to their citizens living with HIV. HIV-related stigma violates fundamental human rights, such as the right to be free from discrimination, the right to privacy, the right to health, and the right to information and education. As staff of the UN, we all have a stake in ensuring zero tolerance for stigma and discrimination.

WE NEED TO WALK THE TALK.

UN Cares is consistent with the role of the UN as a global leader in the response to AIDS, including our support of the Millennium Development Goal on HIV. It also supports the UN reform agenda. The programme also adds to the UN’s credibility as a socially responsible employer among partners and the broader community. In addition, staff that are personally competent with regard to HIV are more professionally competent to work on HIV-related issues.

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This UN-wide initiative serves as a model for the path towards UN reform. ...UN Cares demonstrates in a relatively easy way that we can work together on a common goal and through a common implementation framework. In its work, UN Cares helps to improve efficiency and coherence, building on existing workplace efforts of various agencies, and eliminating duplication of effort.”

— JAMES RAWLEY, UN Resident Coordinator, Egypt

FOR MORE INFORMATION about UN Cares and actions you can take, see the back of this brochure and visit www.uncares.org