

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 it's employees in the workplace. Based on the Roche Corporate Principles approved by the Board of Directors of Roche Holding Ltd on February 24, 2003 and on the Roche Employment Policy that entered into force on May 13, 2003 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 **H**uman **I**mmune-deficiency **V**irus : a virus that weakens a person's immune system. HIV causes AIDS (**A**cquired **I**mmune **D**eficiency **S**yndrome).

Roche acknowledges the seriousness of the HIV/Aids epidemic. HIV/Aids is a serious, life-threatening 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 is focusing 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 to protect employees from acquiring HIV/AIDS at the workplace should be in place.

5. Local implementation

This Guideline describes the minimum standards each Roche company has to implement locally. In addition, depending on the local situation, each Roche Company has to assess the situation and to focus on the management of the individual and business risks based on HIV/AIDS and, where necessary, to adopt an extended program.

6. Entry into Force

This Guideline was adopted by Dr. Gottlieb Keller, Member of the Corporate Executive Committee, on July 30, 2004; this Guideline came into force the same day.