



**U.P. CREDIT COOPERATIVE  
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**WORKPLACE POLICY AND PROGRAM ON TUBERCULOSIS (TB) PREVENTION  
AND CONTROL**

The **U.P. Credit Cooperative**, herein under referred to as UPCC, recognizes that while 80% of Tuberculosis (TB) cases belong to the economically productive individuals, it is also treatable and its spread can be curtailed if proper control measures will be implemented. As such, this TB Policy and Program is hereby issued for the information and guidance of the employees.

**PURPOSE:**

To address the stigma attached to TB and to ensure that the worker's right against discrimination, brought by the disease, is protected.

To facilitate free access to anti-TB medicines of affected employees through referrals.

**I. IMPLEMENTING STRUCTURE**

The **U.P. Credit Cooperative's** TB Program shall be managed by its health and safety committee consists of representatives from its different departments.

**II. COVERAGE**

This Program shall apply to all employees regardless of their employment status.

**III. GUIDELINES**

**A. Preventive Strategies**

**1. Conduct of Tuberculosis (TB) Advocacy, Training and Education**

- a. TB education shall be conducted by the Cooperative's accredited health/medical clinic in close coordination with the health and safety committee, through distribution and posting of Information, Education and Communication (IEC) materials and counselling and/ or lectures.
- b. Engineering measures such as improvement of ventilation, provision for adequate sanitary facilities and observance of standard for space requirement (avoidance of overcrowding) shall be implemented.

**2. Screening, Diagnosis, Treatment and Referral to Health Care Services**

- a. The cooperative shall establish a referral system and provide access to diagnostic and treatment services for its employees. The cooperative shall make arrangements with its accredited health/medical clinic.

- b. The Cooperative's adherence to the Lung Center of the Philippines TB DOTS Clinic guidelines on the diagnosis and treatment is highly encouraged.

## **B. MEDICAL MANAGEMENT**

1. The Cooperative shall adopt the Lung Center of the Philippines TB DOTS Clinic strategy in the management of workers with tuberculosis.
2. The cooperative shall at the minimum refer employees and their family members with TB to the Lung Center of the Philippines TB DOTS Clinic.

## **C. SOCIAL POLICY**

### **1. Non-discriminatory Policy and Practices**

- a. There shall be no discrimination of any form against employees from pre to post employment, including hiring, promotion, or assignment, on account of their TB status.
- b. Workplace management of sick employees shall not differ from that of any other illness. Persons with TB related illnesses should be able to work for as long as medically fit.

### **2. Work-Accommodation and Arrangement**

- a. Agreements made between the cooperative and employee's representatives shall reflect measures that will support workers with TB through flexible leave arrangements, rescheduling of working time and arrangement for return to work.
- b. The employee may be allowed to return to work with reasonable working arrangements as determined by the Lung Center of the Philippines TB DOTS Clinic

## **D. COMPENSATION**

The cooperative shall provide access to Social Security System and Employees Compensation benefits under PD 626 to an employee who acquired TB infection in the performance of his/her duty.

## **V. ROLES AND RESPONSIBILITIES OF EMPLOYERS AND EMPLOYEES**

### **A. U.P. Credit Cooperative's Responsibilities**

1. The Cooperative, together with workers/ labor organizations, cooperative focal personnel for human resources, safety and health personnel shall develop, implement, monitor and evaluate the workplace policy and program on TB.
2. Provide information, education and training on TB prevention for its workforce.
3. Ensure non-discriminatory practices in the workplace.
4. Ensure confidentiality of the health status of its employees and the access to medical records is limited to authorized personnel.
5. The UPCC shall see to it that this policy and program is adequately funded and made known to all employees.
6. The UPCC shall review this policy and program and continue to improve these by networking with government and organizations promoting TB prevention.

### **B. Employees' Responsibilities**

1. The employees are required to undertake an active role in educating and training themselves on TB prevention and control.
2. Employees shall practice non-discriminatory acts against co-workers.
3. Employees shall not have access to personnel data relating to a worker's TB status.
4. Employees shall comply with standardized precaution and preventive measures against TB affliction

#### **V. IMPLEMENTATION AND MONITORING**

The UPCC shall periodically monitor and evaluate the implementation of this Policy and Program.

#### **VI. EFFECTIVITY**

This Policy shall take place effective immediately and shall be made known to every employee.

**Approved by the Board of Directors at its Regular Monthly Meeting on April 24, 2024.**

