



## Self-Assessment Checklist: Stigma and Discrimination

The Code of Good Practice for NGOs Responding to HIV/AIDS (the 'Code') defines Stigma and Discrimination in the following way:

**Stigma** is a process of producing and reproducing inequitable power relations, where negative attitudes towards a group of people, on the basis of particular attributes such as their HIV status, gender, sexuality or behaviour, are created and sustained to legitimatise dominant groups in society.

**Discrimination** is a manifestation of stigma. Discrimination is any form of arbitrary distinction, exclusion or restriction, whether by action or omission, based on a stigmatised attribute.

To effectively address HIV-related stigma and discrimination it is essential that:

- individuals know about their rights, and are supported to respond to stigma, discrimination and their consequences;
- communities are supported to examine the nature and impact of stigma and discrimination and play an active role in preventing and eliminating stigma and discrimination;
- people living with HIV (PLHIV) are engaged in raising awareness about HIV-related stigma and discrimination;
- institutions, such as workplaces and healthcare settings, are supported to promote non-discrimination through effective workplace policies and programmes, and;
- laws and policies do not stigmatise PLHIV and affected communities.



### The Code identifies four key principles on stigma and discrimination:

- We enable PLHIV and affected communities to understand their rights and respond to discrimination and its consequences.
- We monitor and respond to systemic discrimination.
- We enable communities to understand and address HIV-related stigma.
- We foster partnerships with human rights institutions, legal services and unions to promote and protect the human rights of PLHIV and affected communities.

This self-assessment checklist will help you assess the degree to which your organisation is successfully implementing these principles. The questions are designed to be thinking points/guidelines to help you identify areas that are already at a 'good practice' level, and areas that need to be developed and strengthened.

### author

This checklist was developed by the Global Network of People Living with HIV (GNP+) and the Asia Pacific Network of People Living with HIV (APN+).



## Self-Assessment Checklist: Stigma and Discrimination

### Self-Assessment Instructions

This checklist should be completed by a group of three to five staff members who are involved with HIV programming at your organisation.

Please indicate your answer marking the appropriate box.

- Y** Yes, we undertake this work/activity
- I** Insufficient, in preparation, or being considered
- N** No, we've not yet tackled this work/activity
- NR** Not relevant to our work

**Please be honest in completing this checklist!** It is expected that your scoring will vary between modules, depending on your area of expertise.

**There is no formalized scoring process for this assessment. Instead, we suggest that you look at the questions that you answered 'no' or 'insufficient' to, and then select areas that are most relevant for your organisation to improve upon in the short-term.**

### Action Plan

We challenge you to use this tool to identify areas that your organisation needs to strengthen in order to reach a 'good practice' level, and then develop a brief Action Plan that highlights examples of HOW you will improve your work on stigma and discrimination over the next six months. You can use the Action Plan template provided at the end of this module or create your own.

**There are five Key Questions highlighted in the checklist in red.** These questions address fundamental issues that you need to consider first when assessing how well your organisation is addressing stigma and discrimination. As you develop your Action Plan, keep these questions in mind and if you have answered 'no' to any of them, this would be a good starting point for improving your programmes!

#### How to save the Action Plan

Complete the self-assessment module and Action Plan electronically, save the file and submit it to the Code Secretariat by email. The Secretariat will credit all NGOs that submit Action Plans as 'Implementing' NGOs and full signatories of the Code. After the period of six months, we will ask you to measure your progress against your Action Plan.

### the Code

The Code of Good Practice for NGOs Responding to HIV/AIDS (the 'Code') was created by a broad consortium of NGOs to provide a shared vision of good practice to which NGOs can commit and be held accountable.

The Code outlines principles and practices that are informed by evidence and underscore successful NGO responses to HIV. It identifies a series of areas that are key to HIV programming and articulates fundamental principles that should be applied to HIV programmes in each of these areas.

These principles are aspirational, setting out examples of good practice that NGOs can work towards over time.

**For more information on the Code, go to [www.hivcode.org](http://www.hivcode.org)**



## Checklist

Please indicate your answer by marking the appropriate box.

- Y** Yes, we undertake this work/activity
- I** Insufficient, in preparation, or being considered
- N** No, we've not yet tackled this work/activity
- NR** Not relevant to our work

### A

#### Enabling PLHIV and affected communities to understand their rights and respond to discrimination and its consequences

Individuals and communities (including those who are marginalised because of issues of gender, sexuality, age and lifestyle choices) must be able to name their experience as one of discrimination, understand their rights and have sufficient information and resources in order to take action in response to any discrimination they experience.

Please now consider the following questions about how your organisation enables PLHIV and affected communities to understand their rights and respond to discrimination and its consequences.

**Y**  **I**  **N**  **NR**

1. Does your organisation provide easily accessible (clear, simple and available) information about the rights of PLHIV, including rights to privacy, health, work, housing, education, freedom from violence, property ownership, as well as sexual and reproductive rights?

**Y**  **I**  **N**  **NR**

2. Does your organisation provide PLHIV (including women, men and young people) with advice and support to take action in response to discrimination, through individual advocacy services or effective referral to relevant agencies?

**Y**  **I**  **N**  **NR**

3. Does your organisation support PLHIV, key populations and affected communities to respond to and address the consequences of discrimination through education, peer support, counselling, discussion groups or effective referral services?

**Y**  **I**  **N**  **NR**

4. Does your organisation provide a supportive environment for PLHIV within the organisation by having and promoting workplace policies that address issues of men, women and young people living with HIV?

**Actions needed to support Section A:**



## Checklist

# B

## Monitoring and responding to systemic discrimination

Monitoring HIV-related stigma and discrimination, raising awareness about their impact and utilising this knowledge to inform education and advocacy efforts is essential in combating the epidemic. It is important that programmes incorporate a systematic approach (throughout the system or organisation) to documenting and analysing people's experiences of stigma and discrimination and their efforts to respond to discrimination.

Please now consider the following questions about how your organisation monitors and responds to systemic discrimination.

Y  I  N  NR

1. Does your organisation help PLHIV, key populations and affected communities identify systemic discrimination in particular settings, such as in health care, the workplace, education, communities and prisons?

Y  I  N  NR

2. Does your organisation help PLHIV, key populations and affected communities identify specific institutions that promote stigmatisation and discrimination of PLHIV and affected communities (such as health care, police, immigration authorities, military, and media)?

Y  I  N  NR

3. Does your organisation help to identify specific populations who experience HIV-related discrimination (for example, widows, sex workers, drug users, men who have sex with men)?

Y  I  N  NR

4. Does your organisation help PLHIV, key populations and affected communities prioritise and inform targeted advocacy and education initiatives in settings where discrimination is common?

Y  I  N  NR

5. Does your organisation inform advocacy efforts to reform laws and policies that stigmatise and discriminate against PLHIV and affected communities?

Y  I  N  NR

6. Does your organisation feed information about HIV-related discrimination into the relevant review bodies, such as human rights commissions or treaty monitoring bodies?

**Actions needed to support Section B:**



## Checklist

### C

#### Enabling communities to understand and address HIV-related stigma

It is essential for communities to understand the causes and effects of HIV-related stigma and discrimination, and to identify their own prejudices and fears in relation to stigma and discrimination if the issue is to be effectively addressed.

Please now consider the following questions about how your organisation enables communities to understand and address HIV-related stigma.

Y  I  N  NR

1. Does your organisation involve PLHIV (including men, women and young people), key populations and affected communities in the design, delivery and evaluation of programmes designed to address stigma and discrimination?

Y  I  N  NR

2. Does your organisation enhance community knowledge about the forms, causes and effects of HIV-related stigma and discrimination, including issues of gender, sexuality, age and lifestyle choices?

Y  I  N  NR

3. Does your organisation create opportunities for communities to examine their prejudices and address fears and misconceptions about the transmission of HIV?

Y  I  N  NR

4. Does your organisation utilise a range of strategies (including public awareness campaigns, participatory workshop activities and active involvement by men, women and youth living with HIV) in the delivery of HIV prevention and care programmes?

Y  I  N  NR

5. Does your organisation involve political, religious and community leaders in challenging HIV-related stigma and discrimination?

**Actions needed to support Section C:**



## Checklist

### D

#### Fostering partnerships with human rights institutions, legal services and unions to promote and protect the human rights of PLHIV and affected communities

Challenging stigma and discrimination requires the promotion and protection of human rights more broadly. This includes for example protecting the rights of women and children and addressing the underlying causes of vulnerability, such as poverty and inequities in access to education. Only by developing partnerships with human rights organisations and other institutions, including PLHIV groups and networks, is it possible to effectively work together to protect the rights of PLHIV, key populations and affected communities.

Please now consider the following questions about how your organisation challenges stigma and discrimination, and promotes and protects the rights of all PLHIV.

Y  I  N  NR

1. Does your organisation develop awareness of HIV-related stigma and discrimination and encourage the development of HIV-related legal and advocacy expertise?

Y  I  N  NR

2. **Does your organisation ensure access to legal advice and advocacy for individuals seeking to assert their rights?**

Y  I  N  NR

3. Does your organisation ensure access to organisations and individuals who can assist in training staff and volunteers on HIV-related legal issues and referral networks?

Y  I  N  NR

4. Does your organisation develop joint advocacy strategies and programmes, among NGOs with human rights expertise and other NGOs responding to HIV, to prevent and respond to HIV-related stigma and discrimination?

Y  I  N  NR

5. Does your organisation examine and disseminate information about how gender inequality and the disempowerment of women and girls contributes to HIV-related stigma and discrimination?

**Actions needed to support Section D:**



## Action Plan

In completing this self-assessment checklist, you are likely to have identified some areas that are in need of improvement and some that are already at a 'good practice' level.

Please complete this Action Plan and highlight examples of how your organisation will improve its work to address stigma and discrimination over the next six months, thinking first about the Key Questions below. If you answer 'no' to any of these five questions, this would be the best place to start in improving your work!



### Key Questions

1. Does your organisation provide easily accessible (clear, simple and available) information about the rights of PLHIV, including rights to privacy, health, work, housing, education, freedom from violence, property ownership, as well as sexual and reproductive rights?
2. Does your organisation provide PLHIV (including women, men and young people with advice and support to take action in response to discrimination, through individual advocacy services or effective referral to relevant agencies?
3. Does your organisation involve PLHIV (including men, women and young people), key populations and affected communities in the design, delivery and evaluation of programmes designed to address stigma and discrimination?
4. Does your organisation enhance community knowledge about the forms, causes and effects of HIV-related stigma and discrimination, including issues of gender, sexuality, age and lifestyle choices?
5. Does your organisation ensure access to legal advice and advocacy for individuals seeking to assert their rights?



## Action Plan

### Areas of Improvement

Please select up to four areas of weakness that your organisation commits to strengthening during the next six months and briefly outline specific activities you will undertake to support this commitment.

| Area of improvement | Action Plan |
|---------------------|-------------|
|                     |             |
|                     |             |
|                     |             |
|                     |             |



## Action Plan

### Strengths

Please list up to four strengths, or examples of good practice, that you have identified at your organisation in addressing HIV-related stigma and discrimination.

| Strengths | Description |
|-----------|-------------|
|           |             |
|           |             |
|           |             |
|           |             |

Please remember to save your completed action plan and email it to **info@hivcode.org** or send it to **PO Box 372, 1211 Geneva 19, Switzerland.**

|                      |                |               |
|----------------------|----------------|---------------|
| Name of Organisation | Contact Person | Email Address |
| Signed               |                | Date          |