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## SAMPLE WORKPLACE LACTATION POLICY

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### Workplace Breastfeeding Support Policy for

Employer: \_\_\_\_\_ Date: \_\_\_\_\_

This workplace breastfeeding support policy is being initiated to support employees in providing their children with the healthiest food nature has to offer, their own mother's breast milk.

The company also recognizes that policies such as this have been proven to yield positive business results, such as reduced healthcare costs, reduced absenteeism, improved productivity, lower turnover, and enhanced company image.

1. Breastfeeding employees shall be allowed a flexible schedule for nursing or pumping. The time allowed will not exceed the normal time allowed for lunch and breaks. If additional time is needed (above and beyond normal breaks/meal time), the supervisor and employee will agree upon a plan which might include the employee using annual leave/vacation time, coming into work earlier, or leaving later.
2. A private space (not a toilet stall or restroom) will be available for employees to breastfeed their child or express milk using a breast pump. The space will have:
  - a. Electrical outlet for a breast pump
  - b. Table and comfortable chair with armrests
  - c. Nearby sink for washing hands and rinsing pump parts
3. Employees may temporarily store their breastmilk on the premises.
  - a. A refrigerator will be available for safe storage of breastmilk. Breastfeeding women will provide their own containers. Milk stored in the refrigerator will be clearly labeled with name and date.
  - b. If a refrigerator is not available, mothers may bring in a small ice chest for storing breastmilk.
4. All employees will be informed of this policy.