

## Sample Worksite Breastfeeding Policy

Human milk is the ideal form of infant nutrition, providing a multitude of benefits to both the infant and lactating parent. Breastfeeding families and employees need ongoing support from employers to provide human milk for their children. <<Company/Organization Name>> recognizes a parent's responsibility to their family, and believes a parent's choice to provide human milk contributes to the overall wellness of the family, the workplace, and our greater community. We commit to the following:

1. **Respect will be shown to all employees regardless of their infant feeding decision.** We will foster a welcoming, family-friendly environment and will work with each employee to meet their needs. Management and staff should provide an atmosphere of support and reasonable efforts will be made to assist employees in meeting their infant feeding goals. No employee shall be discriminated against for breastfeeding or expressing milk during the workday.
2. **The organization and staff will strive to use inclusive language and images to support all lactating employees.** We recognize that not all lactating people use female-gendered pronouns or the term "breastfeeding." We will use the language preferred by each individual employee. We will also ensure that materials, written information, displayed images, and other communications are reflective and inclusive of our employees.
3. **Employees will be provided with flexible breaks to accommodate breastfeeding or milk expression needs.** We will work with each individual employee to utilize normal break times and/or to allow for flexible scheduling to ensure sufficient time for milk expression. Accommodations will be offered for as long as necessary. Employees are expected to communicate with management about their needs for lactation accommodations.
4. **The organization will provide an accessible, private space, other than a bathroom, for employees to breastfeed or express milk.** This space will include, at a minimum, an electrical outlet, a comfortable chair, a small table or counter, and nearby access to running water. Those using a shared space are responsible for keeping it clean. Employees may use their private office space to breastfeed or express milk, if available and preferred.
5. **A refrigerator will be available for storage of human milk.** Employees can store expressed human milk in the shared and/or designated refrigerator(s). Employees should provide their own containers, clearly labeled with name and date. Those using a refrigerator are responsible for keeping it clean. Employees can also choose to use their own cooler packs to store expressed milk.
6. **Employee orientation will include information about the organization's breastfeeding policy.** The policy will be clearly communicated to all managers and staff. New employees will be informed of the policy through the orientation/onboarding process.
7. **The organization will provide information on breastfeeding support to all pregnant and lactating employees.** Breastfeeding information will be included with standard guidance provided to employees planning for or returning from leave related to childbirth or adoption. Information will include local resources available for support.
8. **The organization will comply with federal and state law related to infant feeding and employee protections.**