



## POLICY

### **Title:** Lactation and Nursing in the Workplace

#### Policy Statement

The University of Vermont, in compliance with state law, 21 VSA § 305, and federal law, 29 U.S.C. § 207(r), adopts this policy to support the health and well-being of employees and their infant children by providing a workplace that supports a decision of an employee to breastfeed. The University supports and encourages the practice of breastfeeding and the expression of breast milk by employees who are breastfeeding when they return to work. Additionally, it is the policy of the University of Vermont to prohibit discrimination and harassment of breastfeeding employees who exercise their rights under this policy.

#### Reason for the Policy

Research has demonstrated that policies that support an employee's decision to breastfeed result in reduced employee turnover, lower employee absenteeism, improved productivity and higher morale. The University wishes to ensure that employees and management are aware of the necessity to communicate and provide reasonable modifications to work schedules that will support an employee's decision to continue to breastfeed upon returning to work after the birth of a child. This policy establishes standards and protocols designed to protect an employee's right to express breast milk for a nursing baby while at work.

#### Applicability of the Policy

This policy applies to all University employees.

#### Definitions

None

#### Procedures

Upon return to work after the birth of a child and for three years thereafter, breastfeeding employees are allowed reasonable break time to express milk during work hours. Break time taken under this policy will be compensated.

**Role of the Employee** – The employee shall be responsible for the following:

1. Contacting Wellness at [wellness@uvm.edu](mailto:wellness@uvm.edu) to obtain information regarding locations of designated private spaces for expression of milk on campus, if needed.
2. Requesting and arranging with their supervisor appropriate and reasonable break times or flexible scheduling for expressing milk.

**Role of the Supervisor** - The supervisor shall be responsible for the following:

1. Providing reasonable break times each day for employees wishing to express breast milk. Supervisors should keep in mind that the frequency and duration of breaks vary from employee to employee depending on their physical needs. There may be occasions when a nursing employee will need to handle nursing and lactation responsibilities at times that are not optimally convenient for the office. Supervisors are responsible for creating a supportive environment for nursing employees so they can adequately manage their nursing and lactation responsibilities.
2. Providing a private space with a lock on the door for expressing milk. A bathroom stall or storage area shall not serve as a lactation space. If employees prefer, they may also express milk in their own private offices. The space shall have, at a minimum, a comfortable chair, a small table, and an electrical outlet.
3. Assisting in providing a positive atmosphere of support for breastfeeding employees. Retaliation or discrimination against an employee who exercises or attempts to exercise the rights provided by this policy is prohibited and may result in disciplinary action, up to and including termination of employment.

## Contacts

| <b>Questions concerning the daily operational interpretation of this policy should be directed to the following (in accordance with the policy elaboration and procedures):</b> |                             |
|---|-----------------------------|
| <b>Title(s)/Department(s):</b>  | <b>Contact Information:</b> |
| HRS Information Services  | (802) 656-3150              |
| Individuals who believe this policy may have been violated may contact the: Office of Affirmative Action and Equal Opportunity  | (802) 656-3368              |

## Forms/Flowcharts/Diagrams

- None

## Related Documents/Policies

- [Equal Employment Opportunity/Affirmative Action Policy Statement](#)

## Regulatory References/Citations

- Vermont State Law: Nursing Mothers in the Workplace, 21 VSA § 305

## Training/Education

Training will be provided on an as-needed basis as determined by the Approval Authority or the Responsible Official.

### About this Policy

|                              |  |                            |                  |
|------------------------------|--|----------------------------|------------------|
| <b>Responsible Official:</b> | Vice President for Finance and Administration  | <b>Approval Authority:</b> | President        |
| <b>Policy Number:</b>        | V. 4.26.2  | <b>Effective Date:</b>     | January 27, 2020 |
| <b>Revision History:</b>     | <ul style="list-style-type: none"><li>• October 26, 2009</li><li>• Amended June 26, 2019</li><li>• Responsible official officially changed from the Vice President for Human Resources, Diversity and Multicultural Affairs to the Vice President for Finance and Treasurer on May 1, 2020</li></ul> |                            |                  |