

Proposed Lactation Policy

Draft, September 8, 2017

PURPOSE

To define the guidelines associated with breastfeeding and lactation accommodations in the workplace. This policy meets all minimum federal and state law requirements.

GENERAL POLICY

Reasonable break time (as defined by the Fair Labor Standards Act) will be provided for an employee to express breast milk for her nursing child. The break should be taken, when possible, concurrently with other break periods already provided. A private location, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public will be provided.

APPLICABILITY

LSU Students, Staff, and Faculty as well we visitors are allowed to use designated lactation areas.

EXPRESSION OF MILK

Expression of milk means by the initiation of lactation, by manual or mechanical means.

BREAK PERIODS

The employee should provide reasonable notice to their supervisor of the intent to take lactation breaks. The supervisor should attempt to provide as much schedule flexibility and break time as reasonably possible to accommodate the employee's needs. The supervisor shall provide the employee with a reasonable rest period to express milk. A reasonable rest period is no less than 30 minutes during each 4 hour work period. If possible, the employee shall take the rest periods at the same time as break periods or meal periods that are already provided to the employee.

LACTATION AREA

Lactation areas are provided that include a lockable door, work surface and chair, conveniently placed electrical outlets, and signage that the room is in use. Users will need to supply their own pumps and other necessary items. Locations of lactation areas can be obtained by visiting ([linked](#)).

STORAGE OF EXPRESSED MILK

The employee may bring a cooler or other container to work for storing her expressed milk. The supervisor will ensure that there is adequate space in the work area to accommodate the cooler. If possible, the supervisor will allow the employee access to refrigeration for storage of the expressed milk.