Policy *134.2* Version 1 2/16/2017

**Policy Change Cover Sheet**

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| **This form must be attached to each policy presented. All areas in red, including the header, must be completed; if not, it will be sent back to you for completion.** |
|  | *I****f the changes you are requesting include housekeeping, please submit those changes to*** ***ndsu.policy.manual@ndsu.edu*** ***first so that a clean policy can be presented to the committees.*** |
| **SECTION**:  | 134.2 NDSU Lactation Policy |
| 1. **Effect of policy addition or change (explain the important changes in the policy or effect of this policy). Briefly describe the changes that are being made to the policy and the reasoning behind the requested change(s).**
 |
| * Is this a federal or state mandate? X Yes
* Describe change: This is a new policy, related to all employees at NDSU, establishing family-friendly workplace guidelines in support of new mothers who wish to express breast milk during work hours. The policy is based on federal requirements; the Patient Protection and Affordable Care Act (PPACA) Section 4207 amended the Fair Labor Standards Act, Section 7.
 |
| 1. **This policy change was originated by (individual, office or committee/organization):**
 |
| * Human Resources/Payroll and Equity Office 2/21/2017
* Kara.Gravley-Stack@ndsu.edu
 |
| ***This portion will be completed by Mary Asheim.***Note: Items routed as information by SCC will have date that policy was routed listed below. |
| 1. **This policy has been reviewed/passed by the following (include dates of official action):**
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| **Senate Coordinating Committee:** | 2/27/17 |
| **Faculty Senate:** | 3/7/17 |
| **Staff Senate:** | 3/1/17 |
| **Student Government:** | 3/7/17 |
| **President’s Cabinet:** | 3/7/17 |

The formatting of this policy will be updated on the website once the **content** has final approval. Please do not make formatting changes on this copy. If you have suggestions on formatting, please route them to ndsu.policy.manual@ndsu.edu. All suggestions will be considered, however due to policy format guidelines, they may not be possible. Thank you for your understanding!

**North Dakota State University
Policy Manual
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**SECTION 134.2
LACTATION POLICY**

SOURCE: NDSU President

1. As part of our family-friendly policies and benefits, NDSU supports breastfeeding employees by accommodating the employee who wishes to express breast milk during her workday when separated from her child.
2. NDSU shall provide:
	1. Flexible work scheduling, including scheduling breaks and permitting work patterns that provide time for expression of breast milk for one year after child’s birth;
		1. After one year of child’s birth, continued breaks and work patterns to accommodate expression of breast milk may be reviewed and agreed upon with employee’s supervisor;
	2. A convenient, sanitary, safe, and private location, other than a restroom, allowing privacy for breastfeeding or expressing breast milk;
	3. A convenient, clean, and safe water source with facilities for washing hands and rinsing breast-pumping equipment located in the private location.

1. NDSU shall not be required to compensate an employee receiving reasonable break time for any work spent for such purpose.

NDSU has the following lactation rooms and support resources available for nursing employees: <https://www.ndsu.edu/equity/pregnancy/>

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HISTORY:

New ­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2017