

Breastfeeding Policy

Policy brief & purpose

Our **workplace breastfeeding policy** refers to our provisions for breastfeeding employees. We recognize that breastfeeding has many benefits for new mothers and their children. Our company wants to support our employees whenever they need it.

This policy applies to all new mothers in our company regardless of rank, status and position.

Policy elements

New mothers can pump/express milk or breastfeed their babies in the workplace. They can take reasonable breaks whenever there's need.

For this purpose, we also have a co-working lactation room available. This room is: separate from bathrooms and meeting rooms, shielded from view by the public and coworkers, equipped with comfortable chairs, electric plugs, a table and a sink, and is cleaned and sanitized regularly. The room will lock from the inside. The co-working space has fridges where employees can store their milk (every single item there must be labeled).

In general, we will be ready to take more steps to make breastfeeding mothers feel more comfortable.

General rules

*Employees can use this policy's provisions during the breastfeeding period only.

*Breastfeeding employees should not be disturbed with work issues when using the lactation room.

*Employees should inform their supervisors when they want to use the lactation room to avoid confusion.

*All employees should support new mothers. We will not tolerate comments, disturbance or victimization of our employees. Supervisors aren't allowed to prohibit employees from using break time for breastfeeding and pumping/expressing milk. Doing so could result in disciplinary action.



*Supervisors are obliged to communicate this policy to employees.