

Lactation Accommodation BU-PP 416

Policy

In recognition of the well-documented health advantages of breastfeeding for infants and mothers, Baylor University provides a supportive environment to enable breastfeeding faculty and staff to express their milk during work hours.

Topics

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Related Policies

[BU-PP 305-Overtime Pay](#)
[BU-PP 406-Non-Compensated Leaves of Absences](#)
[BU-PP 408-Family and Medical Leave Act \(FMLA\)](#)
[BU-PP 802-Work Hours/Schedules](#)

Additional Information

[Break Time for Nursing Mothers under the FLSA \(U.S. Department of Labor\)](#)
[Central Libraries Family Friendly Spaces](#)
[Health and Safety Code Chapter 165-Breastfeeding Rights and Policies](#)

Contact

Human Resources at 254.710.2000 or askHR@baylor.edu

Statement of Purpose —

This policy establishes a “Mother-Friendly” employee worksite lactation support program at Baylor University in accordance with Texas Health and Safety Code § 165.003. The program provides a work environment that is supportive of lactating mothers and encourages breastfeeding of their children for up to one year following their birth.

Requesting a Lactation Accommodation —

It is the responsibility of the faculty or staff member to request the lactation accommodation. The request for the accommodation should be provided to the supervisor and/or Human Resources within a reasonable timeframe that allows adequate opportunity to establish an appropriate location and schedule.

Program Components —

Time

Work schedule and work pattern flexibility will be provided to accommodate a reasonable break time for faculty and staff to express breast milk for up to one year after the child's birth. While in general, this may require two to three lactation breaks a day, scheduling will be arranged on a case-by-case basis to accommodate the milk expression needs of the faculty or staff member. A reasonable break time for expressing milk is generally considered to be between 30-45 minutes.

Space and Storage

Baylor University shall provide a private, accessible area, other than a bathroom, that is shielded from view and free from intrusion from colleagues and the public, for the purpose of expressing breast milk each time such faculty or staff member needs to express the milk.

Faculty and staff may use, when available, the dedicated lactation rooms designated for the purpose of expressing breast milk and which include the following:

- A locking door, an electrical outlet, a clean work surface, and comfortable chair
- A safe, clean water source and sink in close proximity for washing hands and cleaning breast pump equipment

Employees may store their expressed milk in their own personal coolers with ice pack or in the shared break room refrigerator space, if available.

Where dedicated space is not feasible, Baylor University will provide a mixed-use space for lactating mothers. In cases such as the latter, lactating mothers will have priority over all other non-business/non-educational uses of the space, otherwise an alternative location will need to be identified.

Alternatively, faculty and staff may choose to use their private office or other space, identified in consultation with her supervisor.

Faculty and staff may register concerns with regard to the implementation of this policy to the attention of Baylor University Human Resources.

Tolerance

A supportive, respectful environment includes a workplace that does not tolerate comments or actions that may dissuade lactating mothers from taking the time necessary for milk expression. Baylor University specifically prohibits the following:

- Adverse employment actions of any kind as a result of time used for lactation
- Acts of discrimination or retaliation against lactating mothers or those who may become lactating mothers
- Disapproving comments or criticisms of faculty and staff who use time for lactation
- Jokes, comments, or ridicule that may result in embarrassment for lactating mothers or other faculty and staff

Breastfeeding in Public Spaces by Visitors —

In accordance with Texas Health and Safety Code § 165.002, Baylor University recognizes that a mother is entitled to breastfeed her baby in any location in which she is authorized to be. Baylor University faculty and staff shall welcome clients/customers who are mothers who want to breastfeed. Signs may be posted in customer service areas to notify customers that private areas are available for breastfeeding. Mothers may also breastfeed in any location within the client/customer area. All faculty and staff members will support the needs of breastfeeding mothers in this regard.