
GENERAL COUNSEL

Nursing Mothers in the Workplace

Section:	Human Resources Policies
Policy Name:	Nursing Mothers in the Workplace
Policy Owner:	Executive Vice President
Responsible University Office:	Office of Human Resources
Origination Date:	July 2010
Revisions:	December 2010; February 2015; March 2016; September 2018
Legacy Policy Number:	4-110

I. SCOPE OF POLICY

This policy addresses accommodations for nursing mothers in the workplace and applies to all employees who are nursing mothers.

II. POLICY STATEMENT

Employees who are nursing mothers shall be entitled to reasonable break periods during normal business hours to express breast milk. The University of Delaware adopts this policy to support the health and well-being of employees and their infant children by providing a workplace environment that accommodates the needs of nursing mothers.

III. POLICY STANDARDS AND PROCEDURES

- A. Each employee who is a nursing mother shall have access to a suitable, private location, other than a bathroom, located in close proximity to her work area in which to take a break period under this policy. The location shall be shielded from view and free from intrusion

from coworkers and the public. The following spaces on campus have been designated as Nursing Mother Rooms: 346 Hullahen Hall, 128 Perkins Student Center, 214A McDowell Hall, 207E Morris Library and The Tower at STAR, Room 354 (all operated by the Office of Equity and Inclusion – contact 831-8063). All rooms operate on a first-come, first-serve manner and are available when the buildings are open. Room 128 Perkins Student Center is wheelchair/scooter accessible.

- B. The employee shall determine for herself how long and how frequent reasonable break periods should be. Generally, a maximum of thirty minutes three times a day should be sufficient. However, depending upon where the pumping space is located, sometime may be needed to travel to and from the space.
- C. When an employee makes an initial request for an accommodation under this policy, it shall be the employee's responsibility to engage in a dialogue with her supervisor about the duration and frequency of leave required. A request for an accommodation under this policy will be treated as a request for a flexible work schedule. An employee shall be entitled either to request reasonable unpaid break time or to use paid break or meal times for this purpose. Leave time granted under this policy may be made up at the beginning or end of the day on which leave is taken.
- D. The entitlement to reasonable break periods shall last until a nursing child reaches the age of twenty-four months.



