



Policy Directory

Responsible Division: Finance and Administrative Services
Responsible Office: Human Resources
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Break Time for Nursing Mothers

Policy:

In compliance with the Patient Protection and Affordable Care Act (PPACA), Alcorn State University provides reasonable break time for an employee to express breast milk for her nursing child for one (1) year after the child's birth. The University also provides an appropriate location, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public, to express breast milk. The University also recognizes this policy may yield positive business results, such as reduced healthcare costs, reduced absenteeism, improved productivity, lower turnover, and enhanced University image.

1. Breastfeeding employees shall be allowed a reasonable amount of break time to express milk as frequently as needed by the nursing mother. The time allowed will not exceed the normal time allowed for lunch and breaks. If additional time is needed (above and beyond normal breaks/meal time), the supervisor and employee will agree upon a plan which might include the employee using personal leave, coming into work earlier, or leaving later as the supervision allows. As the University provides compensated breaks, an employee who uses the break time to express milk will continue to be compensated during the break times. The lunch period is not compensated.
2. A private space (not a bathroom, restroom, or locker room) will be made available for an employee to breastfeed her child or to express milk using a breast pump. The space may be used for other purposes, but will be available for the nursing mothers' use as needed. The identified space must be shielded from view and free from any intrusions from co-workers and the public. The designated space includes a table, a chair, and an electrical outlet, and will be labeled as "Lactation Room". The lactation rooms should be listed on the Health and Disabilities directory.
3. Employees may temporarily store their breast milk on the premises. A refrigerator that is normally available for employees' use will also be safe for storage of breast milk. Refrigerators used in laboratories for business purposes are excluded. The nursing mother will provide her own containers. Milk stored in the refrigerator will be clearly labeled with name and date. If a refrigerator is not available, mothers may bring in a small ice chest for storing breast milk.