

Treasure Valley Community College

Code: GBDA
Adopted: 10/14/09
Revised/Readopted: 12/15/15

Mother Friendly Workplace

The College recognizes that a normal and important role for mothers is to have the option and ability to provide for their child by breast feeding or expressing milk in the workplace. The Board directs the President to take measures and develop regulations to ensure that all College employees shall be provided with an adequate location for the expression of milk or breast feeding.

The President shall see that the College makes a reasonable effort to provide a room or other location in close proximity to work areas, other than a restroom, where an employee can breast feed her child or express milk in privacy. This policy directs the President to include the following in the development of a regulation to ensure the provisions for employees required by this policy.

1. Advice of a school nurse or health professional in determining the most reasonable facility accommodation.
2. The plan shall include an accessible, private room with a lock that would allow a mother:
 - a. To breast feed a child brought in during a lunch or other break period;
 - b. To pump breast milk to be stored for later use; and
 - c. A flexible work schedule in consideration of the requirements of the staff members responsibility.
3. The room shall include:
 - a. Electrical outlets for electric pumps;
 - b. Sanitation facilities including a sink close by for hand washing and the rinsing of containers; and
 - c. A sign up sheet and a sign posting the room as “private during use.”
4. Time allotted for this activity is not to exceed the normal time allowed for lunch and/or breaks.

The College shall provide the employee a 30-minute rest period to express milk during each four-hour work period, or the major part of a four-hour work period, to be taken by the employee approximately in the middle of the work period. The college will pay the hourly employee for the usual 10-minute rest period; however, the other 20 minutes may be unpaid. If the employee takes unpaid rest periods, the

college may allow the employee to work before or after her normal shift to make up the amount of time used during the unpaid portion of the rest periods. If the employee does not work to make up this time, the employer is not required to compensate the employee for the time.

END OF POLICY

Legal Reference(s):

[ORS 243.650](#)
[ORS 653.077](#)

[ORS 653.256](#)

[OAR 839-020-0051](#)

Cross Reference(s):

GCBD/GDBD - Leaves of Absence