


<p>TOWNSHIP OF VERONA COUNTY OF ESSEX, NEW JERSEY</p>  <p><i>POLICIES AND PROCEDURES</i></p>	Policy Title:	Lactation Policy
	Policy Reference No:	8-10
	Release Date:	16-December-2020
	Approved By:	Matthew Cavallo, Township Manager
	Authority:	§ 36-1 (C)
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	No. of Pages:	1
	Applicability:	All Employees

It is the policy of the Township to make available to breastfeeding employees reasonable accommodations in the workplace to enable the employee to continue providing breastmilk for her infant child after returning to work. Such accommodations include reasonable break periods each day to the employee to perform lactation as well as a private place to express milk (not a toilet stall or restroom) which is sanitary, located near a sink with running water for washing hands and rinsing out breast pump parts, and has an electrical outlet.

Employees who choose to express breast milk during work hours are entitled to use their break periods and/or lunch hour. For time that may be needed beyond the usual break times, employees may discuss options with their supervisor and/or Township Manager. We understand that sometimes it may be simply awkward for an employee to notify their supervisor of the opposite sex, so employees have the option of discussing lactation needs with any female supervisor in the Township.

Employees are responsible for proper storage of expressed milk. Expressed milk can be stored either in a Township owned refrigerator or in employee's personal cooler. When storing expressed milk in a Township refrigerator, all containers should be clearly labeled with the employee's name.

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Revision No.	Revision Date	Nature of Revision	Approved By