



CITY OF NEW BRAUNFELS POLICIES AND PROCEDURES

PROCEDURE(S): NURSING MOTHERS

EFFECTIVE DATE: MAY 20, 2019

REVISION DATE(S): OCTOBER 1, 2022, May 2, 2023

NURSING MOTHERS

The City of New Braunfels adopts this policy to support the health and well-being of team members and their infant children by providing a workplace that supports a decision of a team member to breastfeed. This policy is in compliance with the Providing Urgent Maternal Protections for Nursing Mothers (PUMP) Act, which provides employees the right to break time and a private space to express breast milk for their nursing child.

The City of New Braunfels supports and encourages the practice of breastfeeding and the expression of breastmilk by team members who are breastfeeding when they return to work. Additionally, it is the policy of the City to prohibit discrimination and harassment of breastfeeding team members who exercise their rights under this policy.

A. Responsibilities

1. Team Member: The team member is responsible for requesting and arranging with their supervisor appropriate and reasonable break times or flexible scheduling for expressing milk. A team member must provide her own pump, adapter, and accessories as well as a small cooler or insulated bag.

2. Supervisor: The supervisor is responsible for providing reasonable paid break times each day for team members wishing to express breast milk. The supervisor must assist in providing a positive atmosphere of support for breastfeeding team members.

3. Department in conjunction with Human Resources: The department, in conjunction with the Human Resources, must provide a private space with a lock on the door for expressing milk.

B. Procedures

The City will provide a reasonable amount of break time for a team member to express breast milk,



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each time the team member has need to express the milk, and provide a place, other than a multiple user bathroom, that is shielded from view and free from intrusion from other team members and the public where the team member can express breast milk. Wellness rooms with all accommodations are located at various City facilities for any team member to use to express breast milk. A list of wellness room options can be provided by Human Resources.

The City will not suspend or terminate the employment of, or otherwise discriminate against, a team member because the team member has asserted the team member's rights under this policy.