

Interim Policy

Expires:
July 7, 2008

CORNELL UNIVERSITY
POLICY LIBRARY

Lactation Time Away From Work

POLICY 6.9

Volume: 6, Human Resources
Chapter: 9, Time Away from Work
Responsible Executive: Vice
President for the Division of Human
Resources
Responsible Office: Workforce
Diversity, Equity and Life Quality
Originally Issued as Interim:
January 7, 2008

POLICY STATEMENT

The university provides reasonable time away from work for lactating mothers in its employ to express breast milk, and will make reasonable efforts to provide a private room or other location in proximity to the work area for such activity.

REASON FOR POLICY

In compliance with New York State law, and in support of the institution's life-quality initiatives for working families, the university recognizes and respects the need to accommodate lactating mothers who choose to express breast milk during work time, without discrimination.

ENTITIES AFFECTED BY THIS POLICY

- All units of the university

WHO SHOULD READ THIS POLICY

- All members of the Cornell University faculty, academic and non-academic staff, including regular, temporary, casual staff members and student employees.

WEB SITE ADDRESS FOR THIS POLICY

- This policy: www.policy.cornell.edu/vol6_9.cfm
- University Policy Office: www.policy.cornell.edu

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Revised: July 2001, September
2005, July 2006, January 2008
Updated: September 8, 2006

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RELATED DOCUMENTS

University Policies and Documents

University Policy 6.6.13, Flexibility in the Workplace

University Policy 6.9, Time Away From Work: Sections on Vacation, Holiday, Sick Leave, Health Care and Personal Leave, and Medical Leaves Non-Academic for Staff

Student Employment Policies and Procedures of the Office of Financial Aid and Student Employment

Other Documents

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CONTACTS

Direct any general questions about this policy to your college or unit's administrative or Human Resources office. Direct questions about specific issues to the following offices.

Subject	Contact	Telephone	E-mail/Web Address
Policy Clarification and Interpretation	Office of Workforce Diversity, Equity and Life Quality	(607) 255-3976	equalopportunity@cornell.edu www.ohr.cornell.edu/contactHR/workLifeDiversity/index.html

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PRINCIPLES

Overview

The university provides reasonable time away from work for lactating mothers in its employ to express breast milk, and will make reasonable efforts to provide a private room or other location in proximity to the work area for such activity.

All faculty, academic and non-academic staff, including regular, temporary, casual staff members and student employees may request time away from work to express breast milk for up to three years following the birth of a child. For this accommodation, Cornell will make reasonable efforts to provide a private room or other location in close proximity to the work area.

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PROCEDURES

**Requesting
Accommodation**

To make reasonable time away from work arrangements to express breast milk, all faculty, academic and non-academic staff, including regular, temporary, casual staff members and student employees needing accommodation must contact their supervisor or college/unit level human resource representative. Unpaid break time, paid break time, or unpaid meal time can be used for this accommodation, as well as personal leave, family health leave, vacation, or flexible scheduling.