Guide for Establishing a Federal Nursing Mother’s Program

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A New Day for Federal Service
Appendix A: Check List for Creating a Nursing Mother’s Room

What Agencies Must Provide:

☐ A non-bathroom space to express breast milk
☐ A space free from intrusion of co-workers and the public
☐ Flat surface or table (not the floor)
☐ Place to sit

What Agencies Should Provide Whenever Possible:

☐ Lock from the inside of the nursing mother’s room
☐ Sink with hot and cold running water
☐ Refrigerator
☐ Access to electricity
☐ Multi-user hospital grade breast pumps provided for quick and efficient pumping
☐ Daily cleaning regimen provided by the agency, or cleaning supplies (e.g. paper towels and cleaning wipes)
☐ Soft and/or natural lighting
☐ Calming décor
☐ Pregnancy and breastfeeding pamphlets, books, and other resources
☐ Bulletin board of posted information on events and classes for one or both parents
☐ Sign-up sheet (online or posted) for use of the nursing mother’s room
☐ Comfortable temperature
☐ Management handbook detailing the policy of the nursing mother’s program