

## Guidelines for Lactation Accommodation

University of California Davis is a family-friendly campus guided by the [Principles of Community](#) that embrace “the richness contributed to our lives by our diversity.” With this understanding, we have created these guidelines intended to foster respect for the needs of lactating mothers and the business operations of their work environments.

### Policy

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Three policies address lactation accommodation for nursing mothers at UC Davis. They can be easily found at the UC Davis WorkLife website>>>Breastfeeding Support>>>Policies and Benefits. First is the system-wide [University of California Policy PPSM 84](#). The second and third are UC Davis specific procedures: UC Davis campus [Policy and Procedure Chapter 380, Section 25](#) and UC Davis Health [Hospital Policies and Procedure 2907](#). Within these policies, specific information can be found concerning lactation breaks and lactation facilities, including guidance for managers and supervisors concerning aggregating/flexing meal and break times and allowing for flex time within the day.

As per policy, upon notification by an employee of her pregnancy, managers and supervisors are responsible for providing and discussing lactation policies and options, and advising the employee of her right to a reasonable amount of break time and a private location to express breast milk. Departments are encouraged to identify appropriate facilities in advance of the employee’s return to work. Managers and supervisors may request a lactation site list from [worklife@ucdavis.edu](mailto:worklife@ucdavis.edu).

Employees are provided with breaks and meal periods for lactation purposes. The time provided for lactation break periods does not need to be recorded for exempt employees. PPSM 84 provides in pertinent part: {“*the separate lactation period will be unpaid*”} if not concurrent with rest periods for non-exempt employees. The University employs a case by case approach and encourages flexible scheduling of these breaks. Per E&LR, “The employee can break up her day to express using her breaks and meal period, but if she needs additional time away, and it’s not excessive or causing operational concerns, the supervisor can exercise some discretion...and forgive/excuse the time.”

### Resources

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All UC Davis-affiliated nursing mothers are encouraged to register for the [UC Davis Breastfeeding Support Program](#) to access the lactations rooms with hospital-grade pumps as well as classes, newsletters, support groups and consultations. Information concerning maternity benefits, as well as national and local groups/resources, can be found on the [program website](#).

Additional resources for work-life integration and [workplace flexibility](#) are available at [UC Davis WorkLife](#).