

## Breastfeeding Friendly Employer Checklist

	<b>Bronze</b>	<b>Silver</b>	<b>Gold</b>
<b>Policy and Education</b>	<input type="checkbox"/> Verbal agreement between mother and her direct supervisor regarding her break times and space to pump.	<input type="checkbox"/> Written breastfeeding support policy** <input type="checkbox"/> Education about policy provided to all employees  **Sample policy available on the Dept of Health website	<input type="checkbox"/> Written breastfeeding support policy with education provided for all employees. <input type="checkbox"/> Educational packet about breastfeeding given to all expectant parents*  *Available from the Vermont Department of Health website
<b>Facilities</b>	<input type="checkbox"/> Private room with a lock on the door	<input type="checkbox"/> Private room with a lock on the door <input type="checkbox"/> Comfortable chair for pumping and/or nursing <input type="checkbox"/> Refrigerator for milk storage <input type="checkbox"/> Nearby sink with running water  <b>Optional items:</b> <input type="checkbox"/> Small table <input type="checkbox"/> Electrical Outlet	<input type="checkbox"/> Private room with a lock on the door <input type="checkbox"/> Breast pump provided by employer (via insurance or paid by employer)  <input type="checkbox"/> <b>Lactation room with all of the following:</b> <ul style="list-style-type: none"> <li>❖ Comfortable upholstered chair for pumping and/or nursing</li> <li>❖ Wall clock</li> <li>❖ Small table</li> <li>❖ Electrical outlet</li> <li>❖ Nearby refrigerator for milk storage and sink with running water</li> </ul> <b>Optional items:</b> <input type="checkbox"/> Radio/cassette/CD player <input type="checkbox"/> Telephone <input type="checkbox"/> Refrigerator in the room <input type="checkbox"/> Breastfeeding Art**
<b>Scheduling</b>	<input type="checkbox"/> Flexible breaks (at least 15-20 minutes in the morning and afternoon as well as a lunch break) during which the employee can express milk or nurse their infants	<input type="checkbox"/> Flexible breaks  <b>One of the following:</b> <input type="checkbox"/> Ability to work part-time or some hours from home <input type="checkbox"/> Flex-time offered <input type="checkbox"/> Job-sharing offered <input type="checkbox"/> Paid maternity leave (≥6 wks) <input type="checkbox"/> On-site childcare	<input type="checkbox"/> Flexible breaks <input type="checkbox"/> Maternity leave available for up to 12 weeks (at least 6 weeks paid)  <b>One of the following:</b> <input type="checkbox"/> Ability to work part-time or some hours from home <input type="checkbox"/> Flex-time offered <input type="checkbox"/> Job-sharing offered <input type="checkbox"/> On-site childcare
<b>Resources</b>		<b>One of the following:</b> <input type="checkbox"/> Lending library of Breastfeeding Resources <input type="checkbox"/> List of local breastfeeding resources*  * Available from the Vermont Department of Health website	<b>All or some of the following:</b> <input type="checkbox"/> Lending library of Breastfeeding Resources** <input type="checkbox"/> List of regional breastfeeding resources* <input type="checkbox"/> Lactation consultant services provided for employees (via insurance or paid by employer)  **Suggested titles and suppliers available from Vermont Department of Health website