



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON VICENZA
UNIT 31401, BOX 41
APO AE 09630

AUG 26 2014

IMVI-ZA

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: US Army Garrison Vicenza Policy Memorandum #40-14: Nursing Mother Support

1. References:

a. U.S. Office of Personnel Management (OPM) Guide for Establishing a Federal Nursing Mother's Program, January 2013

b. U.S. OPM Memorandum for Heads of Executive Departments and Agencies, Nursing Mothers in Federal Employment, December 22, 2010

2. Purpose. The purpose of this policy letter is to establish guidelines for supervisors and nursing employees who have returned to work from maternity leave. The Department of the Army does not have a formal breastfeeding policy, but supports Federal policy (Section 8 of the Fair Labor Standards Act of 1938 (29 U.S.C. 207)), which requires an employee to provide certain specified workplace accommodations for employees who are nursing mothers.

3. Policy.

- a. Nursing mothers are expected to inform their supervisors of their needs so appropriate accommodations can be made. Nursing mothers are permitted to arrange for authorized breaks and lunch periods to allow time to express breast milk, or if feasible, breastfeed their child.
- b. Employees receive two 15 minute breaks a day, one in the morning and one in after lunch, within which nursing mothers may express breast milk or, if feasible, breastfeed. Any time in excess of the two 15 minute breaks and/or lunch break may be charged to annual leave, compensatory time, credit hours (if applicable), or leave without pay. Time used by the nursing mother to express breast milk after her scheduled tour of duty may not be charged as earned overtime or compensatory time.

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- c. Supervisors, in consultation with the nursing mother employee, will identify an appropriate area, other than a restroom, for the nursing mother to express breast milk for her child. The area is to be shielded from view and free from intrusion from coworkers and the public. The area should be clean and have access to running water; however, the running water does not have to be co-located, but reasonably nearby.
 - d. Breast milk stored in a communal refrigerator is to be stored in an insulated secondary container (example, a lunch bag), and labeled clearly with their name and the date on the container. While breast milk will remain fresh in a refrigerator for up to 7 days, all effort should be made to remove it prior to spoiling, similar to other items in a communal refrigerator.
4. In addition to accommodations provided by supervisors for expressing breast milk or breastfeeding, the "Baby's Café" in the New Parent Support area of Army Community Service (ACS), (building 108) on Caserma Ederle is a centralized location available for breastfeeding mothers. Additional private room space may be available at both the Camp Darby and Vicenza ACS centers when pre-arranged with the New Parent Support staff.
 5. With flexibility and open communication, a workplace lactation program can succeed.
 6. Organizations will disseminate this policy to all personnel and post a copy on official bulletin boards.
 7. The point of contact for this memorandum is Ms. Laurie Reppas, RN, New Parent Support Program at 634-6020.


ROBERT L. MENIST, JR
COL, IN
Commanding

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