

A Benefit for New Mothers

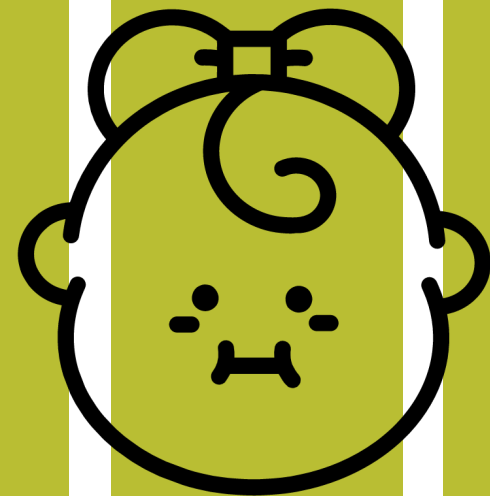


June 2021

NEBRASKA

Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION



Mothers' Rooms at Work

Congratulations on the new addition to your family! NDOT is proud to be a Healthy Mothers Workplace. In recognition of the natural, beneficial source of nutrition and the healthy start that breastfeeding provides for an infant, NDOT offers you a supportive environment to enable you to express milk during work hours.

If you choose to breastfeed your child, you may take advantage of the mother's rooms located in the lower level of the 1500 Building. You will need to request the code to access the rooms prior to use.

Mothers' Room Etiquette

- **Mother's Rooms are provided to employees for the purpose of expressing milk** (i.e., pumping), in accordance with local, state, and federal law.
- **Usage of the room must be prioritized to nursing mothers requiring the use of this room.**
- **Please reserve the time you need to use the room in the Mother's Room Calendar via the webex application.** This helps nursing mothers to plan accordingly.
 - Save your appointments directly to the Mother's Room Calendar.
 - NDOT respects the privacy of nursing mothers. Drop-ins are permitted, but please check the Mother's Room Calendar to make sure the room is available. **If you need to use the room and it's occupied by another nursing mother, the nursing mother who is scheduled in the Mother's Room Calendar has priority to use the room.**
 - Remember to cancel any appointments you do not plan to use or when you no longer need to express milk.

- Before you enter the room, change the sign on the front of the door from vacant to occupied to prevent others from entering the room while you're inside.
- When leaving, remember to change the sign on the front of the door from occupied to vacant.
- Lockers and padlocks for the lockers are available within the room.
- **The health and safety of you and your baby is of utmost importance.** Please use the **wipes provided** in the room to clean up after use to keep the space sanitary.
- **To prevent cross-contamination, the refrigerator should ONLY be used to store milk** and all stored milk should be placed in a sealed container (such as a Ziploc bag) and labelled. Please store your food/drinks and pump parts elsewhere.

Breaks

NDOT provides you a reasonable amount of time for milk expression. Nursing employees should limit business disruptions by taking milk expression breaks as agreed upon with the supervisor.

Traveling and Offsite Meetings

If you're attending an offsite agency meeting or traveling to a NDOT office without a designated mothers' room, contact the meeting planner to request a space be made available for expressing milk.

Questions/concerns:

For mother's room codes, repairs, supplies, maintenance, or any questions please contact NDOT Human Resources at 402-479-3110 or 402-479-4582.

Mother's Room Codes:

Code for Room 1 _____

Code for Room 2 _____