Setting an Example: Philadelphia Works, Inc.

**GENERAL FACTS**
- **Size:** 80 employees
- **Women of childbearing age:** 20%
- **Industry:** Workforce Services, Non-Profit
- **Location:** Philadelphia, PA
- **Contact Person:** Maria Morton, Employee Services and Benefits Coordinator, mmorton@pwdc.org

**LACTATION PROGRAM**
- **Time:** Employees use their lunch and other reasonable break times for pumping. While break times should last no more than 30 minutes, it is understood that flexibility is necessary.
- **Space:** Private room with computer and phone.
- **Flexibility:** The Human Resources Department, manager, and employee will agree upon a flexible schedule to accommodate the employee’s needs.
- **Support:** Staff are expected to uphold a supportive atmosphere for breastfeeding employees.
- **Equipment:** Common refrigerators may be used to store labeled breast milk. Employees provide their own pumps.
- **Education:** Informational material is provided in the lactation room. The breastfeeding support program was officially announced to all staff by email.

The solution:
A policy was created and lactation space was assembled with a phone and computer available to allow the mother to work, if needed, while privately pumping.

Philadelphia Works, Inc., provides job training to individuals in the Philadelphia area, and supports employers to strengthen and grow the workforce. Philadelphia Works was happy to comply with federal law and support breastfeeding in the workplace. With the help of Maternity Care Coalition’s Breastfeeding Coordinator, Philadelphia Works designed and implemented a workplace lactation program.

Philadelphia Works went above the basic space requirements and thought about a working mother’s needs while pumping. A lactation room was identified and a workplace station with phone and computer were made available to allow nursing mothers to check in on work while pumping, if desired.

Philadelphia Works finalized the policy and room accommodations just in time for an employee returning from maternity leave.