

Office of Human Resources

365 Fifth Avenue
New York, NY 10016-4309
212.817.7700
hr@gc.cuny.edu
www.gc.cuny.edu

Dear GC Community:

I write to remind you of the Graduate Center's Lactation Room available to students and employees. Details are posted on GC's webpage, <https://www.gc.cuny.edu/News/All-News/Detail?id=8517>.

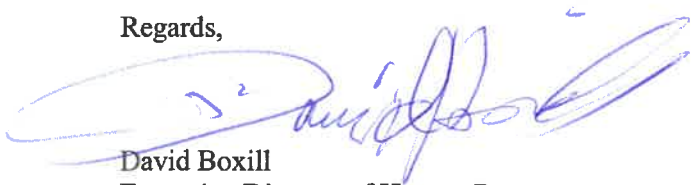
Due to new lactation laws in New York City that went into effect on March 18, 2019, CUNY has updated its Lactation Policy which supersedes its current posting. Please refer to the attachment.

OHR is in the process of posting CUNY's Lactation Policy on its webpage, and incorporating it into new hire packages, thus making it available to current employees and new hires. In the meantime, I wish to alert you to key points as it relates to the Lactation Policy:

- The Mother's Room, room 7408, is designated as the lactation room for students and employees.
- The key to the lactation room is housed in the Office of Student Affairs, room 7301. Graduate Center ID must be presented.
- Employees are to discuss their need for time off to express milk with their supervisor, either in writing or orally, specifying when they will need the break(s), and the duration of the break.
- Employees may request reasonable, unpaid break time and/or use their paid meal breaks or meal times for this purpose, or, the possibility of making up some or all of the time prior to or after the end of their work day.
- Discrimination or retaliation against an employee who chooses to express milk in the workplace is prohibited.

Questions or concerns on this matter may be directed to my attention at DBoxill@gc.cuny.edu or hr@gc.cuny.edu.

Regards,



David Boxill
Executive Director of Human Resources

c:

Ella Kiselyuk, AVP for University Center Operations
Matthew Schoengood, VP of Student Affairs