

Authorized Signature _____

Number: AS-PT-06-016

Issue Date: 11/07/2006

Topic: Agency-wide Policy

Transmitting (check the box that best applies):

- New Policy
 Policy Change
 Policy Clarification
 Executive Letter
 Administrative Rule
 Manual Update
 Other: Places existing policy into new format and applies a new policy number.

Applies to (check all that apply):

- All DHS employees
 County Mental Health Directors
 Area Agencies on Aging
 Health Services
 Children, Adults and Families
 Seniors and People with Disabilities
 County DD Program Managers
 Other (please specify):

Policy/Rule Title:	Breastfeeding Mother Friendly Workplace		
Policy/Rule Number(s):	DHS-060-035	Release No:	1.0
Effective Date:	10/15/2006	Expiration:	N/A
References:	Executive Order No. EO-99-10, Breastfeeding Friendly Employer		
Web Address:	http://www.dhs.state.or.us/policy/admin/hr/060_035.htm		

Discussion/Interpretation: The policy has been placed into the new policy format, issued a new policy number and has had minor editing to provide greater clarity on the issue of promoting breastfeeding in the workplace.

Implementation/Transition Instructions: Essentially, the policy is the same; there are no significant changes to the current way of doing things. Managers should share the updated policy with staff as a way to promote breastfeeding in the workplace.

Training/Communication Plan: This policy transmittal provides formal announcement of the policy. No training is planned or required.

Local/Branch Action Required: DHS Managers are to review policy with staff.

Central Office Action Required: Respond to questions or concerns, review the policy and procedures annually and update as necessary.

Field/Stakeholder review: Yes No

If yes, reviewed by: DHS Human Resource Managers

Filing Instructions: No paper copies are distributed for filing. DHS Agency-wide policies are located on the DHS web site at <http://www.dhs.state.or.us/policy/admin/>

If you have any questions about this policy, contact:

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