



## Texas Mother-Friendly Worksite Silver Level Designation Requirements

Criteria	Strategies to meet Criteria	Documentation
<b>Flex Time</b>	<input type="checkbox"/> Part time work or working some hours from home <input type="checkbox"/> Individualized scheduling of work hours <input type="checkbox"/> Job sharing <input type="checkbox"/> Compressed work week <input type="checkbox"/> Telecommuting <input type="checkbox"/> Payment for milk expression breaks <input type="checkbox"/> On-site childcare <input type="checkbox"/> Care of the baby near or at the mother's work station	<b>PDF or screenshot of employee portal where leave policy is available</b>
<b>At least <u>one</u> of the following included in the policy:</b>		
<b>Space</b>	<input type="checkbox"/> A private break room with a locking door for use only by employees that are breastfeeding	<b>Photo for each facility indicating dedicated space/locking door</b>
<b>Meet specific space requirement:</b>		
<b>Room Amenities</b>	<input type="checkbox"/> A hospital-grade multi-user electric breast pump <input type="checkbox"/> A sink with hot and cold running water, soap, and hand towels <input type="checkbox"/> A refrigerator or personal cooler for the storage of breast milk	<b>Photos for each facility</b>
<b>At least <u>one</u> of the following amenities is located in the room:</b>		
<b>Communications</b>	<input type="checkbox"/> Distribution of the lactation policy to all employees and their supervisors within six months of employment and at least annually thereafter	<b>PDF of policy that explicitly states method of re-informing employees at <u>least annually</u></b>
<b>Meet specific communication requirement:</b>		
<b>Educational Resources</b>	<input type="checkbox"/> A lending library of breastfeeding pamphlets, books, and/or videos <input type="checkbox"/> Contact information for local lactation consultants, support group meetings, and/or other community breastfeeding resources <input type="checkbox"/> A forum, blog, or other electronic networking opportunity for mother-to-mother support among employees <input type="checkbox"/> Classes on pregnancy and breastfeeding offered at the worksite <input type="checkbox"/> Facilities for regular support group meetings at the worksite <input type="checkbox"/> Access to an International Board Certified Lactation Consultant (IBCLC) or other lactation expert as an employee benefit <input type="checkbox"/> Coordination of the worksite breastfeeding support group by a skilled lactation expert hired by the worksite <input type="checkbox"/> Breastfeeding education or other support offered to employees' partners who are expectant fathers/mothers	<b>Photos (i.e. posters on bulletin board) or pdf of educational offerings and description of where the resources are available, or screenshot of employee portal</b>
<b>At least <u>three</u> of the following resources available to employees and their partners:</b>		



## Texas Mother-Friendly Worksite Gold Level Designation Requirements

Criteria	Strategies to meet Criteria	Documentation
<b>Flex Time</b>	<input type="checkbox"/> A policy of parental leave providing six weeks of paid maternal leave <input type="checkbox"/> Telecommuting <input type="checkbox"/> Payment for milk expression breaks <input type="checkbox"/> On-site childcare <input type="checkbox"/> Care of the baby near or at the mother's work station	<b>PDF or screenshot of employee portal where leave policy is available</b>
<b>At least <u>one</u> of the following included in the policy:</b>		
<b>Space</b>	<input type="checkbox"/> A private break room with a locking door for use only by employees that are breastfeeding	<b>Photo for each facility indicating dedicated space/locking door</b>
<b>Meet specific space requirement:</b>		
<b>Room Amenities</b>	<input type="checkbox"/> A hospital-grade multi-user electric breast pump <input type="checkbox"/> A sink with hot and cold running water, soap, and hand towel <input type="checkbox"/> A refrigerator or personal cooler for the storage of breast milk <input type="checkbox"/> A bulletin board <input type="checkbox"/> A telephone	<b>Photos for each facility</b>
<b>All of the following amenities are located in the room:</b>		
<b>Communications</b>	<input type="checkbox"/> Distribution of the lactation policy to all employees and their supervisors within six months of employment and at least annually thereafter	<b>PDF of policy that explicitly states method of re-informing employees at <u>least annually</u></b>
<b>Meet specific communication requirement:</b>		
<b>Educational Resources</b>	<input type="checkbox"/> A lending library of breastfeeding pamphlets, books, and/or videos <input type="checkbox"/> Contact information for local lactation consultants, support group meetings, and/or other community breastfeeding resources <input type="checkbox"/> A forum, blog, or other electronic networking opportunity for mother-to-mother support among employees <input type="checkbox"/> Classes on pregnancy and breastfeeding offered at the worksite <input type="checkbox"/> Facilities for regular support group meetings at the worksite <input type="checkbox"/> Access to an International Board Certified Lactation Consultant (IBCLC) or other lactation expert as an employee benefit <input type="checkbox"/> Coordination of the worksite breastfeeding support group by a skilled lactation expert hired by the worksite <input type="checkbox"/> Breastfeeding education or other support offered to employees' partners who are expectant fathers/mothers	<b>Photos (i.e. posters on bulletin board) or pdf of educational offerings and description of where the resources are available, or screenshot of employee portal</b>
<b>At least <u>five</u> of the following resources available to employees and their partners:</b>		