

**HUMAN RESOURCES DIVISION
DIRECTIVES****Date: 20 December 2001****HR2001/010****Policy Guidelines for Breastfeeding****INTRODUCTION**

1. In keeping with the recommendations of the World Health Organisation (WHO) to encourage breastfeeding and with a view to developing human resources management policies and procedures that better meet the needs of the Programme as well as those of its staff, the following guidelines on breastfeeding are being implemented.
2. The objective of these guidelines is to help nursing mothers to continue breastfeeding their infants or supplying their milk until the child reaches the age of one year.

POLICY GUIDELINES

3. All WFP staff members with breastfeeding infants, under the age of one year, are entitled to time-off or away from their desks for the purpose of breastfeeding their infants or expressing milk.
4. A breastfeeding mother may absent herself from work for a total of one hour daily for the purpose of nursing her child or expressing milk and is given a reasonable time off for commuting, subject to a maximum of 60 minutes per day to do so. The modalities of how such time off is taken during the day is left at the staff member's discretion, after consultation and agreement with the supervisor.
5. A mother who chooses to provide her own milk for the infant is entitled to take time away from her desk to express milk at the office. A private area for mothers wishing to do so as well as a refrigerator for storing milk are available at Headquarters in the Medical Office. The Medical Office, however, does not provide means for expressing milk. As far as possible, offices outside Headquarters should provide a safe, clean and private area for mothers wishing to provide their own milk as well as a refrigerator for storing breastmilk.
6. WFP will pay for the following travel expenses for breastfeeding infants who are under one year of age and who accompany their mothers on duty travel:
 - 10 per cent of the cost of the mother's ticket; and
 - 10 per cent of the applicable daily subsistence allowance (DSA).
7. No travel expenses are paid for baby-sitters, or when mothers can not take their infants with them, for instance when travelling to a non-family duty station.

ENTRY INTO FORCE

8. This Directive takes immediate effect. Manual Section 324.23 will be amended in due course.

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