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# Maternity Protection Policy



**Issuing department**

Human Resources

**Target audience**

All employees

**Approver**

Executive Board of Nestlé S.A.

**Repository**

All Nestlé Principles and Policies, Standards and Guidelines can be found in the Centre online repository, [NestleDocs](#), on the Nest.

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Nestec Ltd., Corporate Identity & Design,  
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# I. Introduction

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At Nestlé, we are committed to enhancing the quality of people's lives and helping families improve their Nutrition, Health and Wellness.

We know the first 1000 days, between the start of pregnancy and a child's second birthday, offer a unique window of opportunity to shape healthier and more prosperous futures. During this formative period, infants, including those of our employees, require appropriate nutrition, stimulation and a caring setting to develop to their full potential.

To foster a supportive environment for our Nestlé employees and their families, we are establishing the Nestlé Maternity Protection Policy (hereinafter "the Policy"). The Policy will implement minimum standards and provisions to be applied across our company that strengthen maternal safeguards and help all our employees care for their children.

This Policy embraces the key principles set out by the International Labour Organization Maternity Protection Convention (Convention C183), which is one of the most significant established tools to support gender equality and promote breastfeeding in the workplace. Specifically, it promotes five pillars:

1. Maternity protection
2. Employment protection and non-discrimination
3. Healthy work environment
4. Flexible work arrangements
5. Conducive work environment to breastfeed

Designed to be among the most progressive programs of its kind in the Food and Beverage Industry, our Policy strengthens our stated commitment to enhance gender balance.

Importantly, it also reinforces our full support for the World Health Organization's (WHO) recommendation of exclusive breastfeeding for the first six months of life, followed by the introduction of adequate nutritious complementary foods along with sustained breastfeeding up to two years of age and beyond. As a company that endeavours to give children the healthiest start in life, it is important that we support employees who choose to breastfeed. This includes reducing potential barriers, such as breastfeeding at work or lactation challenges.

In addition to promoting family health, the Policy will help support the reduction of female attrition, lead to a happier and more productive workforce, reduce absenteeism and optimize recruitment.

We are dedicated to being a family-friendly employer and are confident that this Policy will enhance our existing commitments to be an equal opportunity and diverse workplace.

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## II. Minimum standards

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All women working at Nestlé should be granted the following as a minimum (unless in breach of local laws):

### 1. Maternity protection

- a. A minimum of 14 weeks paid maternity leave should be provided to all female employees in Nestlé markets. This includes a minimum of six weeks of postnatal leave.
- b. Female employees have the right to extend maternity leave up to six months. The maternity leave beyond the minimum paid 14 weeks as stated in paragraph 1.a will be remunerated in accordance with local legislation and/or local practices.
- c. Both provisions (1a and b) are applicable to all employees who are the primary caregivers<sup>1</sup> of their newborns including male employees and adoptive parents.

### 2. Employment protection and non-discrimination

- a. All female employees have the right to return to the same or equivalent job after maternity leave.
- b. Maternity must not be a source of discrimination in employment including access to employment.

### 3. Health protection in the workplace

Pregnant or nursing women shall not perform work that is prejudicial<sup>2</sup> to their health or that of their child.

### 4. Flexible working arrangements

Employees will be allowed the option of flexible working arrangements (for example, job sharing, part time employment etc.) in line with the guidelines on Flexible Work Environment at Nestlé.

### 5. Conducive work environment to breastfeed

- a. Female employees are entitled to reasonable daily breaks or a daily reduction of work hours to breastfeed.
- b. Breastfeeding rooms will enable lactating mothers to either breastfeed or express milk during working hours in a secure and relaxing environment. Breastfeeding rooms should be installed in head offices and in sites with more than 50 female employees.

1) A "primary caregiver" is defined as someone who has primary responsibility for the care of a child immediately following birth or adoption.

2) "Prejudicial" refers to work that is potentially dangerous to the health of the mother, the foetus or the baby, and exposes the male or female worker of reproductive age to substances or particles potentially harmful to their reproductive functions.

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## III. Implementation

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Nestlé markets that are currently below the minimum standards in this Policy should establish a roadmap, with a timeline, to meet them by 2018.

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## IV. Good practices

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In addition to the minimum standards mentioned above, the following good practices provide additional actions that further reinforce Nestlé's support to exclusive breastfeeding for the first six months of life.

- Inform employees of this Policy upon notification of pregnancy or birth
- Paternity leave: Paternity leave is not stipulated by international convention. However, in most countries it is for a period of two weeks<sup>3</sup> or less. In this respect, paid paternity leave should be a minimum of 1 week. One additional week of unpaid leave should be granted if requested. If local legislation or local practices provide higher standards, the latter should be applied.
- Counselling and support for breastfeeding mothers is available through the Nestlé Nutrition "[Start Healthy Stay Healthy](#)" guidance for all Nestlé employees.
- Childcare support: Provide employees with on-site childcare facilities or assist with referral to available child-care services.

3) OECD Family database ([www.oecd.org/social/family/database.htm](http://www.oecd.org/social/family/database.htm)),  
OECD – Social Policy Division – Directorate of Employment, Labour and Social Affairs



