



Department: Human Resources
Area: Compensation & Benefits
Doc Number: CORP-HR-21G-06-00
Implementation Date: October 5, 2022
Document Author: Downs Johnson, Stephanie

Lactation/Nursing Policy

SCOPE

This policy applies to the employees of Cummins Inc. (“Cummins”) and entities worldwide in which Cummins has a controlling ownership interest or management responsibility. This includes subsidiaries, joint ventures, affiliated companies and distributors.

PURPOSE

In line with our core value of Caring and to meet the needs of our employees, the company offers lactation/nursing accommodations.

POLICY

This policy provides guidance for employees with lactation (to express milk or nurse) needs during working hours. In addition, lactation accommodations will be provided to employees for as long as they desire.

Managers are expected to model our core value of Caring by supporting employees who wish to express breast milk or nurse and provide them with the time needed to do so.

1. Cummins is committed to providing employees with a reasonable amount of time for their lactation needs.

Employees are encouraged to talk with their manager about flexibility needs they have in caring for their child including but not limited to their lactation/nursing needs. Managers should expect that the amount of time used to express milk or nurse will be a minimum of 20 minutes. When an employee is working onsite at a Cummins location, additional travel time to and from Nursing Mother’s rooms dedicated for employee’s lactation needs will be required approximately every two hours.

Recognizing that time needed for lactation needs is specific to each individual, the above timing is intended to serve as a guideline, which may or may not reflect the requirements for all employees. Ultimately, managers should manage employees’ needs on a case-by-case basis.

2. Employee pay guidance for time needed to express milk or nurse.

Employees will be paid for time needed to express milk. Lunch breaks may be used for lactation needs however, entire lunch breaks will not be paid. While lunch breaks may be used, managers should not expect or require employees to use their lunch breaks to express milk or nurse. Leaders who believe an employee is abusing time needed for expressing milk, should address it directly with their employee and consult with Human Resources as needed.

3. Cummins will provide dedicated on-site space for employees who wish to express milk.

Each facility shall provide at least one dedicated room for the purpose of providing employees a place to express breast milk. Please contact your local facilities rep who can provide details outlined in the “Design and Construction of Nursing Mother’s Rooms (NMRs) policy.

Nursing Mother's rooms can be used by non-Cummins employees who wish to express milk when needed.

RAISE QUESTIONS AND REPORT VIOLATIONS OF THIS POLICY

If an employee feels their manager is not supporting their choice to express milk or nurse, we encourage them to bring this to the company's attention.

- **Your Manager:** In most cases your direct manager or a member of management in your chain of supervision will be your best resource for resolving questions or complaints.
- **Human Resources:** Where discussion with your manager is not feasible or does not resolve the concern, you may also contact a member of Human Resources.
- **Ethics Help Line Website:** If your concern isn't addressed by the above, you can report your concern to the Cummins' Ethics Help Line at Ethics.Cummins.com. At this website you can find information on how to report your concern on-line or by phone.

This policy is subject to local law, which may provide additional or greater benefits.