



National Cheng Kung University Library Guidelines

For The Lactation Room User

Approved as of July 22nd, 2009 by NCKU Library Affairs Meeting Resolution

Approved as of December 11th, 2018 by NCKU Library Affairs Meeting

1. The Lactation Room (hereinafter as the “Lactorium”) and the Lactation Room User Guide (hereinafter as the “Lactorium User Guide”), National Cheng Kung University Library is set forth hereunder in accordance with the Breastfeeding Policy as promulgated by the Health Promotion Administration, Ministry of Health and Welfare and the Act of Gender Equality in Employment, in order to provide a convenient environment for the library readers who intend to sustain postnatal breastfeeding.
2. **Opening Hours:** Same as the library opening days. The Lactorium is available between the library opening hour and one hour before the library is closed on the same day. For any ad hoc arrangement, there will be a public announcement.
3. The users shall lock the door behind them before using the Lactorium and take care of items in the Lactorium without removing or moving any of them; in the case of loss or damage, a restitution compensation shall be made; prior to leaving the Lactorium, personal belongings shall be cleared and the environment kept clean with lights switched off.
4. The Lactorium is only used for breastfeeding/breastmilk-collection and shall not be used for other purposes (e.g. eating, resting or private discussions); any person other than the breastfeeding/breastmilk-collection person shall not freely enter the room.
5. For any query or assistance regarding the use of the Lactorium, please contact the reception on the 1st Floor (Extension 65760).
6. Should any user violate the Lactorium User Guide, the Library reserves the right to remove said user’s right to use the room.
7. The Lactorium User Guide is effected upon the discussion and decision made by the Library Affairs Meeting, and so will any future amendment.