
Appendix 6

10 Steps to a Baby-friendly Office*

1. Support and promote, and protect breastfeeding by informing women so that they can make an informed decision about breastfeeding.
2. Establish a baby-friendly office policy in collaboration with your colleagues and office staff, and inform all new staff of this policy.
3. Eliminate the practice of distributing free formula to women from your office.
4. Ensure that your patient education material and magazines do not advertise breast-milk substitutes, bottles or nipples.
5. Display baby-friendly posters that promote breastfeeding.
6. Provide a relatively private area in your office where babies can be breastfed.
7. Do not refer pregnant women to formula company-run prenatal or postnatal classes.
8. Eliminate the practice of accepting free samples of breast-milk substitutes or related materials by your office staff.
9. Advocate to ensure that your hospital is a "baby-friendly hospital."
10. Support continued breastfeeding among mothers who return to workplaces outside their homes by advocating for baby-friendly workplaces. Ensure that your office is a baby-friendly workplace for your own staff.

* Reproduced with permission from Levitt C, Doyle-MacIsaac M, Grava-Gubins I, Ramsay G, Rosser W. Our strength for tomorrow: valuing our children. Part 2: Unborn and newborn babies. Report of the College of Family Physicians of Canada's Task Force on Child Health. *Can Fam Physician* 1997;43:1585-9 (Eng), 1590-4 (Fr).