

**NBCUniversal Lactation Accommodation Policy – California**

Employees of the Company who wish to express breast milk for an infant child have the right to request a lactation accommodation. An employee seeking a lactation accommodation must contact the employee's designated Human Resources representative. We encourage employees seeking accommodation to give as much advance notice as possible.

Upon such a request, the Company will provide a lactation location in accordance with all applicable legal requirements. For employees with a work location in the City of San Francisco, the Company will respond to the employee within 5 business days and engage in an interactive process to determine an appropriate lactation accommodation.

The Company will also provide a reasonable amount of break time to accommodate an employee desiring to express breast milk. The lactation break time, if possible, should run concurrently with scheduled rest breaks and meal periods already provided to the employee. If the lactation break time cannot run concurrently with rest and meal periods already provided or additional time is needed for the employee, the lactation break time will be unpaid. Where unpaid breaks or additional time are required, the employee should work with their supervisor or Human Resources regarding scheduling and reporting the extra break time. Exempt employees who need lactation accommodation breaks do not need to report any extra break time as "unpaid".

If the Company is unable to provide the employee with the requested break time or a suitable location with which to express milk, the Company will provide the employee with a written response.

No employee will be retaliated against for requesting or using a lactation accommodation. If any employee believes they are being denied an accommodation or retaliated against for requesting or using a lactation accommodation, please contact Human Resources, or the Comcast NBCUniversal Listens hotline at 1-877-40-LISTENS (1-877-405-4783) or [www.ComcastNBCUniversalListens.com](http://www.ComcastNBCUniversalListens.com), immediately to report the issue. An employee who believes the Company has failed to provide an appropriate lactation accommodation or has retaliated against an employee for seeking an accommodation has the right to file a complaint with the California Labor Commissioner.

Questions about lactation accommodations or this policy should be directed to an employee's Human Resources representative.