

Dress Code & Personal Grooming Policy



Reasons for this Policy

(Company Name) encourages its employees to dress comfortably. However, it is critical that employees of (Company Name) maintain a professional appearance while in the workplace, or while attending company-sanctioned events offsite. As such, appropriate attire should be worn at all times, in keeping with recognized standards, in order to project a positive image. All personnel shall dress in a manner commensurate with the designated responsibilities of their job roles or job area. (Company Name) reserves the right to prohibit any mode of dress or attire that may be deemed improper or inappropriate for conducting business, or is disruptive to the working environment.