

Office Decoration Policy



[Company Name] may install appropriate seasonal decorations in public areas, such as at reception, in the lobby, and in lunch and break areas, from time to time. Further, [Company Name] recognizes that employees may wish to use seasonal decorations in their own work areas. Employees should use moderation in decorating their workspaces to accentuate a professional and pleasant work environment without inhibiting or disrupting its intended use. Further, employees must be respectful of others' beliefs and customs when choosing and displaying workplace-appropriate seasonal decorating.