



Title: Office Dress Code Policy
Policy Number: 030

Resolution Number: 07-429
Date Approved: October 16, 2007

PURPOSE:

To allow the office employees of the Town of Conception Bay South to work comfortably in the workplace while projecting a professional image for our customers, potential employees and community visitors.

AUTHORITY:

- Management Discretion

PROCEDURE:

1. Employees of the Town of Conception Bay South are to adhere to a “business casual” dress code. In general, business casual means dressing professionally, looking relaxed, yet neat.
2. This policy is not intended to interfere with the necessity to wear protective clothing or safety gear.
3. All statements and procedures of the Wearing of Shirts Policy and the Wearing of Shorts Policy as contained in the Town of Conception Bay South Occupational Health and Safety Manual remain in effect.

REVISION HISTORY:

Revision:	Author:	Change Made:	Date: