

## **PEOPLE'S PLACE II, INC.**

### Dress Code Policy

Approved By: Board of Directors  
Review/Revision Date: 7/01/2007

#### **I. PURPOSE**

The purpose of this policy is to ensure that employees maintain a professional appearance at all times.

#### **II. POLICY STATEMENT**

It is the policy of People's Place that all employees will dress appropriately for the type of tasks they perform.

#### **III. APPLICATION**

This policy applies to all People's Place staff, volunteers, and interns.

#### **IV. DEFINITIONS**

Dress Code- minimum standards regarding attire.

#### **V. STANDARDS**

- A. Clothing must be clean, neat, appropriate and non-revealing.
- B. Vulgar language, obscene pictures, religious and political statements, anything in relation to alcoholic beverages, drugs, or that is sexually suggestive is not allowable on any clothing worn.
- C. Employees are expected to dress and be groomed in a manner in keeping with their job functions and working environment. Appropriate dress and grooming is at the discretion of the Program Director or designee.