



QUALITY | PRIDE | SERVICE

TOOLBOX TALK July 17, 2023 DRESS CODE

All employees should dress appropriately and safely for their jobs. As representatives of the Company, employees are encouraged to present an appearance that upholds the professional image of the Company.

Field Employees

1. Garments are required to cover the body without unnecessary exposure.
 - a. No shorts, halter tops, spaghetti strap tops, tube tops, lycra exercise pants or shorts, sleeveless micro t shirts or other revealing or tight-fitting garments.
 - b. Shirts must have at least 4-inch sleeves
 - c. Long pants are required.
2. Any clothing bearing sexually suggestive, harassing, or obscene designs or slogans is prohibited.
3. Garments must be loose enough to permit freedom of movement but not so loose as to present a safety hazard.
 - a. Sweatpants are not allowed.
 - b. All pants must be worn properly fitted and secured to the body – pants that are falling down are a safety hazard and are not allowed.
4. Appropriate Personal Protective Equipment (PPE), safety vests, helmets, gloves, shoes, must be worn as required for employee safety.
 - a. All footwear must comply with the Safety Toe requirement and have a six (6) inch leather upper.
 - b. Employees who do not comply with PPE requirements for their job may be subject to discipline, up to and including termination of employment.
5. Beards and long hair must be kept neat and trimmed/secured at all times to not present a safety hazard.
6. Excessive or loose jewelry (rings, dangling earrings, necklaces, bracelets) should be avoided to prevent being caught in machinery and equipment.

Office employees should dress in a professional manner that is acceptable in a standard business setting.

1. Garments are required to cover the body without unnecessary exposure.
2. No short shorts, halter tops, spaghetti strap or tube tops, lycra exercise wear, sleeveless micro t

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shirts or other revealing or tight-fitting garments

3. Sweatpants are not allowed.
4. Flip flop sandals/shoes are not permitted.
5. Any clothing bearing sexually suggestive, harassing, or obscene designs or slogans is prohibited.

The Company, in its sole discretion, may ask employees wearing prohibited items to remove such items, when possible, or change clothing.

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