

County of Gloucester
Human Resources Manual

CHAPTER:	7 – CONDUCT AND PERFORMANCE	ADOPTED: 3/7/06
SECTION:	8 – APPEARANCE	REVISED: 5/22/24

All employees, including seasonal and temporary employees, are expected to dress appropriately for the position and consistent with safety standards. Appropriate standards should be set by each Department Head considering such factors as:

- (1) Nature of work.
- (2) Safety, including necessary precautions when working with or near machinery.
- (3) Nature of employee contact with the public and the normal expectations of outside parties toward employees.
- (4) Practices of others in similar jobs.
- (5) Consideration of the image the County wishes to project.

Employees may be subject to disciplinary action if they fail to conform to established appearance standards or sent home without pay. In turn, employees may choose to appeal a Department Head's judgment on matters of appropriate attire. No disciplinary action may take place until any dispute regarding acceptable standards has been resolved.