

# Dress Code

## For Employees and Volunteers

Updated January 2023

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SERVE does not discriminate on the basis of dress. However, for the purposes of professionalism and safety a dress code will be enforced for staff and volunteers.

- Clothing may be casual except when otherwise indicated i.e. meetings, special events or other occasions.
- Clothing should not be excessively long or flowy to minimize the risk of it getting caught on equipment.
- Clothing may not display derogatory, violent, or offensive language, symbols, or marks.
- Body between upper arms and mid-thigh must be covered regardless of body position (sitting, standing, bending, etc.):
  - No tank tops or sleeveless shirts unless worn with a cover i.e. sweater or jacket
  - Shorts and skirts should be no more than 3 inches above the knee;
  - Midriff and chest must be covered;
  - No exposed undergarments; and
  - No sheer or see-through clothing.
- Shoes worn in the warehouse/pantry areas must be closed toe and no heel;
  - This same restriction may apply at special events or other occasions.
- When representing SERVE at meetings, special events and other occasions clothing representing other businesses, organizations, causes, or activity outside of the scope of SERVE is not permitted.