

SECTION IV: Policy

4-11 Dress Code

United Tribes Technical College (UTTC) expects employees to dress appropriately in business attire of a casual nature. Office personnel are expected to demonstrate good judgment and professional taste. Courtesy to coworkers and your professional image to coworkers should be the factors that are used to assess that you are dressing in business casual attire that is appropriate. Personnel in Athletics, Maintenance, Transportation, Groundskeepers, and Security are subject to wear appropriate clothing pertaining to their position which will vary from office personnel.

Our goal is to provide a workplace environment that is comfortable and inclusive for all employees. We expect that your business attire, although casual, will exhibit common sense and professionalism.

Most of this dress code is left to the employee's personal discretion but supervisors have the right to determine the appropriateness of clothing. Generally, if an employee has any doubt about something, the employee should either not wear the clothing, or should speak to a supervisor before wearing it. Any employee who violates this policy is subject to corrective action, up to, and including, termination.

Fridays will be designated as "Casual Blue Jeans *Day*". Employees can wear blue jeans by Donating \$1 to the UTTC Scholarship Fund. Supervisors will collect and submit money to appropriate department.