Employee Dress Code Policy

At ………………………………………………………………………………(Employer Name]), we believe that a clean and professional work environment is essential to our success. As such, all employees are required to maintain a neat and formal appearance that is suitable for the workplace. Our dress code policy is designed to help achieve this goal.

All employees must adhere to the following guidelines to ensure a professional and respectful work environment:

Female Staff:

- ☐ Formal Saree
- ☐ Salwar Kurti
- ☐ Formal Trouser with Kurti
- ☐ Formal Trouser & Shirt with Blazer

Male Staff:

- ☐ Formal Shirt & Trouser

Note:

- ☐ Formal wear for Back office and sales marketing team with formal shoes.
- ☐ O&M and Technical Team are allowed Jeans, t-shirt and shirt with safety shoes.