
CITY OF KETTERING — ADMINISTRATIVE POLICIES

PERSONNEL POLICIES & PROCEDURES

8/06

Policy No. 607: Appropriate Dress

A. General Provisions

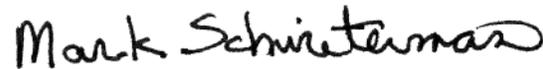
1. While at work, employees must dress appropriately for the work that they perform. Employees required to wear uniforms shall wear their uniforms during duty hours.
2. A supervisor may require an employee who is dressed inappropriately to change clothes before continuing work. It is the responsibility of the Department Director and/or supervisor to ensure that their workforce maintains an appearance appropriate to the tasks they are assigned.

The City Manager hereby delegates the appropriate responsibility and authority to administer this Policy to the City's Assistant City Managers and Department Directors.

Approved:

9/18/06

Date

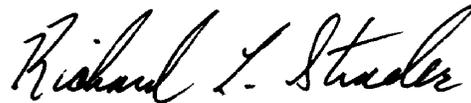


Mark Schwieterman
City Manager

Issued:

10/27/06

Date



Richard L. Strader
Director of Human Resources