

Chapter 300.4: Appearance

Dress, grooming, and personal cleanliness standards contribute to the morale of all employees and affect the image of the City.

A. The City reserves the right to prescribe appropriate dress and grooming, and to set reasonable standards which are in the best interest of the City. Some departments may have uniform or name tag requirements in addition to the rules in this manual.

B. All employees are expected to reflect their professional work in their manner of dress. Neat and clean attire and personal grooming is required. Tattoos, body piercing, etc. that are visible to the public, must be in good taste and in a manner that does not sacrifice the professional appearance of the employee. Hair is to be neat, clean, and styled. Notwithstanding this policy, Department / Division Heads may designate “dress down” days for their employees with the approval of the City Manager.