

Title:	4.8 Corporate Uniform
File No:	
Statutory Environment:	<i>Local Government Act 1995</i>
Minute No:	
Last Updated:	September 2015
Review Date:	September 2019

Objective:

To establish guidelines for the wearing of and reimbursement for corporate uniforms.

Procedure:

1. Members of staff are to wear a corporate uniform.
2. A corporate uniform will be standardised across the organisation and may be reviewed and updated from time to time.

3.	Initial Start-up Pack	Annual Maintenance Pack
	\$450	\$200

4. Staff will receive an initial start-up pack once only, on entering the corporate uniform programme.
5. Payments will be made directly to the uniform supplier and any orders placed above the allowance are at the employee expense.
6. Deductions from payroll can be arranged to facilitate payment of uniform costs above the pack allowance.
7. All staff receiving uniform packages will be required to wear a corporate uniform.