

# COLLEGE OF MICRONESIA-FSM BOARD POLICY NO. 6034

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## **Professional Dress Guidelines**

Date Adopted: 21 March 2019

Date Revised:

Date Reviewed:

References:

### **1. Professional Dress Guidelines**

The college will require employees to follow an established dress guidelines to meet safety requirements and to promote and present a professional, clean, businesslike image to students, visitors, vendors, and the general public that promotes a positive image of the college and advances its mission.

### **2. Work Attire**

Employees will wear clothes to the office and any work related functions such as meetings and conferences, the culturally acceptable attire for each gender on each island state normal for government work.

Specifically, for staff members and faculty who will stand in front of students and groups on occasions to speak and teach, appropriate clothes are those that will not show your chest, mid-riff, or upper thighs.

### **3. Application**

This policy applies to all personnel except in these specific areas: Dining Hall, Security Office, Electrician and Building Maintenance Staff whose work required safety/protective gear or uniforms.

### **4. Communication and Shared Responsibility**

Supervisors will communicate any office-specific workplace attire suitable/required for work stations and job functions that will include protective gears, food safety gears and foot ware. During orientation of new employees, supervisors will inform them of any additional office-specific attire or uniforms.

Employees are expected to comply with established dress code fitting to their position and job function.

See Administrative Procedures No. 6034