



1. Background

The Works and Field Services branch provide compulsory uniforms for a number of roles that provide direct customer contact. The initial and ongoing provision of uniforms for these roles is outlined below.

These guidelines should be read in conjunction with the Corporate Uniform Administrative Directive and Procedure

2. Requirements

Where a compulsory uniform is provided to an employee for the purpose of fulfilling their role, the uniform must be worn.

Uniforms to be returned to supervisor upon resignation from position.

3. Uniform Provision

Technical Officers, Coordinators and Principal Officers

The corporate uniform provided must be worn each work day.

	Shirt	Trousers	Jacket/Jumper/vest
Permanent full time	5 Long sleeve shirts	3 Trousers	1 Vest 1 Jacket or Jumper. May be replaced after 2 years or when damaged.
Permanent part time	3 Long sleeve shirts	2 Trousers	1 Vest 1 Jacket or Jumper. May be replaced after 2 years or when damaged.
Casual / Contingent	3 Long sleeve shirts	2 Trousers	Upon request as required on seasonal basis

Section Managers, Administration Staff, Project Officers

The corporate uniform provided must be worn when representing Works and Field Services at ICC events or attending external meetings/events when representing Works and Field Services.

	Shirt	Trousers	Jacket/Jumper/vest
Permanent full time	2 long sleeve shirt	1 Trousers	1 Vest 1 Jacket or Jumper. May be replaced after 2 years or when damaged.
Permanent part time	2 long sleeve shirt	1 Trousers	1 Vest 1 Jacket or Jumper. May be replaced after 2 years or when damaged.
Casual / Contingent	2 long sleeve shirt	1 Trousers	Upon request as required on seasonal basis

The relevant uniform order form (refer related documents) must be provided to the uniform supplier when ordering uniforms.

4. Related documents

[Corporate Uniform Administrative Directive \(A8329869\)](#)

[Corporate Uniform Procedure \(A8330124\)](#)

[TWW Works and Field Services Order Form \(A8392077\)](#)

5. Guidelines Owner

The Manager, Works and Field Services is the guideline owner, and the Maintenance Administration Officer is responsible for authoring and reviewing this guideline.