

MEMORANDUM

TO: ALL CASUAL WORKERS

FROM: CLAIRE KACHOURI, OPERATIONS DIRECTOR

DATE: 13TH DECEMBER 2016

SUBJECT MATTER: DRESS STANDARD FOR 2017

Over the last few years there has been many changes in the standard of dress required by the Company. To assist with simplifying this going forward the Company will be introducing a new dress standard for casual counters from January 2017. The following confirms what is expected in the New Year. It will be your responsibility to acquire the required garments going forward.

For all counts going forward if you work as a casual counter you will be expected to dress in either a plain black shirt or plain black blouse. Black trousers or skirt and black, flat comfortable shoes. T-shirts, polo shirts or any other form of plain top will not be accepted. No open-toed shoes will be allowed. If you do not present in the correct attire from January 2017 the count Team Manager / Supervisor will request that you leave the count and you will not be paid and able to claim any expenses.

Supervisors will continue to wear the Orridge uniform that is issued to them. This uniform is mandatory for all counts. Polo shirts are no longer issued to Supervisors as they will be required to wear the standard plain black shirts when scheduled in a counter role.

The Casual Worker Handbook on the portal is changed and confirms the dress standard required. If you have any issue with the above, then please discuss with your Regional Management Team.

