



FINCONS India Private Limited – Dress Code Policy

V2.0
Internal



Fincons India Private Limited has chosen to offer business casual dress environment for its employees. Employees are expected to use good judgment and to show courtesy to their co-workers by dressing in a manner that is presentable and appropriate. All employees are expected to adhere to the dress code guidelines mentioned in this policy.

Male Employees	
Allowed	Not Allowed
Casual full/half Sleeved shirts	Shorts
Collared T-shirts, Golf/Polo Shirts	Half pants
Turtlenecks	Inappropriate slogan shirts/t-shirts
Trousers, Chinos, Jeans	Ankle length trousers, kurtas either long or short
Sneakers, Moccasins, Suede Shoes, Leather Shoes	Shoes without socks, Slippers, Sandals, Floaters

Male employees are requested to dress in accordance with acceptable standards of good taste including being neat, clean and groomed at all times.

Female Employees	
Allowed	Not Allowed
Formal shirts, Kurtas, Salwar suit.	Miniskirts, shorts
T-shirts	Halter Tops, crop tops, ruffled tops, loud print tops, tops with backless, bare midriffs/low cut
Full sleeve/half sleeve/ sleeveless Shirts/Tops	Spaghetti-Strap Tops/dresses, Off shoulder /cold shoulder sleeves
Turtlenecks	Loud makeup
Long Skirts	Sheer/See through clothing, low necklines, clinging or oversized attire
Trousers, Jeans	Ripped/torn Jeans, 3/4 th jeans/leggings
Moccasins, boots, flats, heels, dress sandals	
6-yard deep colored sarees, preferably cotton and Wrinkle free sarees. Sarees should pin up on the back shoulder.	Avoid neck patterns on blouses, bright color and see through sarees. Avoid heavy embellishment such as sequins patchwork, mirror worked etc.,

Women employees are requested to use their discretion and wear only appropriate sleeveless tops as befitting the corporate image

PS – Theme based dressing for the entire office or a specific gender is not allowed during working hours.