

F.08 Uniforms Policy

STATEMENT OF INTENT

This Policy provides guidelines in respect to the maximum uniform allowance given to employees not provided uniforms as part of their role.

POLICY STATEMENT

Uniforms purchased from an approved local government uniform supplier will be covered up to a maximum of \$600.00 per annum, upon the production of adequate receipt documentation. The employee may claim up to 49% of the \$600 cost of their uniform.

Any additional expense over \$600.00 per annum will be covered by the employee.

Uniforms are to be purchased on a wear and tear basis, being replaced on an as needs basis, with any dispute on the necessity of purchase being resolved at the discretion of the Chief Executive Officer.

Any employee who does not utilise their annual uniform allowance reimbursement is not entitled to receive a cash refund for any shortfall at the end of the financial year.

The \$600.00 available per annum relates to each individual financial year and is not to be carried or held over until the following year.

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Reference Information

Related Documents Code of Conduct

Related Legislation

Associated Forms and Attachments

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