

8-23-12	POL	N-10
APPEARANCE		

## **APPEARANCE**

All Brown County Library employees represent the Library when they are on the job. By presenting a neat and presentable appearance, employees convey respect for our customers and the service we provide to the community.

Employees should dress in a manner that is appropriate to their responsibilities, that meets safety guidelines, and that is appropriate for the Library's image. The Library reserves the right to determine what particular attire is inappropriate for a business regularly serving customers and visible in the public eye. The supervisor will inform the staff member of this and ask that the attire be changed.