

3.9 EMPLOYEE CLOTHING ALLOWANCE

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Policy Responsibility	Administration		

Document History

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INTRODUCTION

The wearing of uniform clothing is a compulsory requirement of employment with the Coomalie Community Government Council. Staff are encouraged to have a standard of dress that reflects a professional image to the customer and community. The most advantageous way of achieving this goal is to adopt a suitable clothing design/s and provide an allowance to assist employees in purchasing same on commencement of employment and on a regular basis thereafter.

OBJECTIVE

To assist employees in the purchase of suitable clothing that can be worn during working hours.

1. The subsidy will apply to

any clothing as approved by the CEO from time to time by the Coomalie Community Government Council.

2. . The Coomalie Community Government Council will contribute on an annual basis \$600 initially, with an annual allowance of \$400 subject to review of this policy.
3. The amount Council will contribute on an annual basis, to each employee, will be based on the level of employment as follows:
 - a) Full time - 5 days per week 100% of annual allowance
 - b) Part time - 2.5 days per week or greater 75% of annual allowance
 - c) Part time - 2.4 days per week or less 50% of annual allowance
4. Provision of one (1) set of approved clothing will be supplied to casual employees.

5. All clothing supplied by the Coomalie Community Government Council is to have a Council approved logo or Council's name on it.