

# Dress Code for Volunteers/Programs' Contract Staff

Think "plain label." Think "no cleavage, no belly flesh." All rules apply to both males and females.

1. **Business casual clothing is appropriate. Jeans that are clean and free of holes are OK.**
  - a. **No tube tops, tank tops, halter tops, sheer or see-through clothing or fishnet hose. No plunging necklines or backs. No sleeveless shirts, tight, or clinging clothing.**
  - b. **No dresses or tops with spaghetti straps. No tops or dresses that are backless or that reveal the midriff.**
  - c. **Culottes /gauchos that are loose fitting and cut to resemble a skirt may be worn.**
  - d. **Skorts that are flared or gathered and generously cut in the leg so as to provide the appearance of a skirt may be worn. Skorts shall be no shorter than two and one half (2 ½) inches above the knees.**
  - e. **Stirrup type pants may be worn if they are pleated and/or loose fitting. All form fitting, clinging pants of any type, including long pants, knee length and latex leggings and body stockings are prohibited.**
2. **Footwear suitable for business attire should be worn. Athletic shoes, house slippers or sandals are not appropriate. Exceptions may be made for certified medical reasons.**
  - a. **Clogs are OK; open toes are OK.**
  - b. **You are not required to wear stockings/socks.**
3. **Conservative jewelry is permitted. Post-style earrings are preferred.**
  - a. **Jewelry in body piercings (other than ears) is considered a safety hazard.**
  - b. **While on duty at a Department facility, employees, contractors or volunteers with inmate contact are prohibited from wearing any object inserted into an exposed body part that has been pierced. Examples include, but are not limited to, the tongue, nose, lips, eyebrow(s), etc. Objects include, but are not limited to, jewelry, posts, straw, toothpick material, etc.**
4. **You may wear a business casual sweater/pullover. The sweater/pullover may not have pockets, a zipper, a hood or writing (advertising). All sweaters/pullovers must be in good taste.**
5. **Sunglasses are not permitted inside the facility. Photo-gray or photo-chromatic lenses are permitted.**

