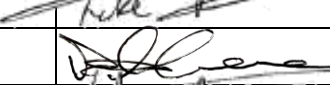


DRESS CODE

DOCUMENT TITLE: Dress Code

REVISION: 1.01

DOCUMENT CONTROL LOG:

	Name	Role	Signature	Date	Rev
Prepared By	Luke Deasy	Managing Director		10/02/2023	1.01
Reviewed By	Luke Deasy	Managing Director		12/06/2023	1.01
Reviewed By	Luke Deasy	Managing Director		12/06/2024	1.01
Reviewed By	Peter Lane	EHS Officer		12/06/2025	1.01
Reviewed By	Luke Deasy	Managing Director		12/06/2026	1.01

DRESS CODE POLICY:

The Company strives to maintain a workplace environment that functions well and is free from unnecessary distractions and annoyances. As part of that effort, we require all employees to maintain a neat and clean appearance that is appropriate, which is business casual for the workplace setting and for the work being performed. To that end, the Company may determine and enforce guidelines for workplace-appropriate attire and grooming for their areas as conditions permit.

Additionally, nothing in this policy precludes requests for accommodation, whether for religious or disability reasons, that necessitate variation from this dress code policy. Any such request will be individually evaluated and will be granted so long as:

- the employee has met the procedural requirements for seeking the accommodation;
- the accommodation does not cause an undue hardship on our operations; and
- the accommodation does not pose a direct health and safety threat to the employee or to others.

PROCEDURE:

All Company team members are expected to present a professional, business-like image to clients, visitors, customers and the public.

Upon hire, your Manager or a Company director will communicate any department-specific workplace attire and grooming guidelines to new team members during the new-hire orientation. Any questions about the department's guidelines for attire should be discussed with your immediate Manager.

Any team member who does not meet the attire or grooming standards may be subject to our Disciplinary Procedure and may be asked to leave the premises to change into appropriate clothing. The Company reserves the right to withhold pay for any working time missed because of a failure to comply with designated workplace attire and grooming standards.



Luke Deasy
Managing Director