

Policy Number:	8007
Policy Title:	Dress Code
Approved by:	President
Approval date:	August 24, 2020
Effective date:	August 24, 2020
Review date:	June 30, 2020
Next review date:	June 2025

Policy Statement

Employees of University Canada West (the “**University**”) act as representatives of the University.

Maintaining an appearance that is neat, clean and professional promotes a respectful working and learning environment, and a positive image for the University, both internally and externally.

Purpose

The purpose of this Dress Code Policy (this “**Policy**”) is to provide guidance to employees on what the University considers to be acceptable and professional dress code.

Scope

This Policy applies to all employees of the University, including administrators, faculty and staff.

This Policy applies during working hours, and outside of working hours in connection with any activities that relate to the University’s business.

Applicable legislation

- BC Human Rights Code

Related policies

Policy Number	Policy Title
8003	Standard of Conduct

Associated procedure

Procedure Number	Procedure Title
8007p	Dress Code

Responsibility

The Director, People & Culture (Human Resources) has responsibility for the decisions related to this policy.