

## **DRESS CODE FOR ASSA REPRESENTATIVES AND STAFF**

- ASSA is in rural India and the culture here is quite conservative.
- ASSA is a Public institution where we treat patients and have children whose safety and security is of utmost importance.
- Personal grooming and professional dressing enhance the image of the institution.

Hence, the below Dress Code is recommended:

- All the members of ASSA, including Consultants, Honorariums, must maintain a formal dress code and project a professional image on all working days, which enhances the confidence of all the Stakeholders. Employees should avoid glamorous, and provocative outfits.
- All staff members are to attend duty in uniform on Mondays and be present for the Flag Hoisting at the School in the ASSA campus.
- However, Drivers, Security Staff, Care givers and cosmetic staff are to be on duty, in uniform on all days.
- All the employees who are client facing/donor facing/employees meeting Government or Corporate officials, will be required to wear formal dress or uniform
- Modest dress, particularly for females is very important. Women should come in fully covered, non-provocative, decent outfit. Women should avoid tight-fitting/body fit, transparent clothes. Acceptable, formal Dressing for women are Sarees with high neck, arm length blouses, Salwar Kameez, Long pants with knee length tops. Tight fit leggings, slim fit pants, Deep neck tops, short sleeved and shoulder less tops/shirts/blouses, Jeans pant are not appropriate. Loose pants with elastic waist bands/drawstrings which are comfortable can be worn.
- Men should come with formal pants and shirts (slack or full sleeve), with shoes. Collared T-shirts can be used by staff who are not donor facing/client facing or in regular contact with Government and other Private/Public officials. Men should avoid Lungis/Dhothis Non-Collared T Shirts etc. Those men who wish to wear outfit due to religious compulsions, in any medical grounds will have to seek prior permission to come in religious outfit for the temporary period.
- All men are expected to come with neat Haircut/style.
- All Physiotherapists / Occupational therapist/Speech therapist should wear a clean white lab coat.
- All the nurses and lab technician should wear a clean rose colour coat.
- Employees should avoid excessive jewellery, perfumes, long nails, Loose flowing hair styles both for their own safety.