



Itus Protection Limited

Uniform and Dress Code Policy

Our contact details

Name: Itus Protection Limited
Address: 167–169
Great Portland Street
London
W1W 5PF

Phone Number: 0330 043 7133
E-mail: Enquires-itusprotection@outlook.com

Uniform and Dress Code Policy

1. Introduction

Itus Protection Limited is committed to maintaining a professional appearance and projecting a positive image to clients, employees, and the public. This Uniform and Dress Code Policy outlines the standards for employee appearance and attire while on duty.

2. Purpose

The purpose of this policy is to ensure consistency, professionalism, and compliance with company standards in the attire and appearance of security personnel, reflecting the values and branding of Itus Protection Limited.

3. Uniform Requirements

Standard Uniform:

All security personnel shall be provided with a standard uniform consisting of Tabard, Jacket, Polo shirt or dress shirt (site specific) and a Tie. The uniform shall be clean, neat, and in good repair at all times. If you lose or damage the uniform, you may be charged for new kit depending on the nature of the loss/damage.

Identification:

Security personnel shall wear company-issued identification badges or patches prominently displayed on their uniforms at all times while on duty.

Personal Protective Equipment (PPE): Security personnel may be required to wear specific PPE, such

as high-visibility vests, protective gloves, or safety boots, depending on the nature of their duties and the work environment.

4. Dress Code Standards

Professional Appearance: Security personnel shall maintain a professional appearance while on duty, including grooming and personal hygiene standards. Hair should be clean, neatly groomed, and of a natural colour. Facial hair, if worn, should be neatly trimmed.

Clothing: Clothing worn under the uniform should be plain, neutral in colour, and appropriate for the work environment. Visible tattoos, body piercings, or accessories that may detract from a professional appearance should be kept to a minimum or covered while on duty.

Jewellery: Jewellery worn while on duty should be minimal and non-distracting. Excessive or oversized jewellery that may pose a safety hazard or interfere with job performance is prohibited.

Hygiene: Personal hygiene is essential for all employees. Security personnel are expected to maintain good personal hygiene, including regular bathing, use of deodorant, and clean clothing.

5. Compliance and Enforcement

Compliance with the Uniform and Dress Code Policy is mandatory for all security personnel while on duty. Failure to adhere to the policy may result in disciplinary action, up to and including termination of employment.

Supervisors and managers are responsible for enforcing the Uniform and Dress Code Policy, providing guidance and support to employees, and addressing any concerns or violations promptly and professionally.

6. Exceptions

Requests for exceptions to the Uniform and Dress Code Policy may be considered on a case-by-case basis, subject to approval by management. Such exceptions should be based on legitimate business reasons and should not compromise safety, security, or professionalism.

7. Review and Update

This Uniform and Dress Code Policy will be reviewed periodically to ensure it remains accurate, relevant, and effective. Changes may be made as necessary to address evolving business needs, industry standards, or regulatory requirements.

Conclusion

By adhering to the standards outlined in this Uniform and Dress Code Policy, security personnel can project a professional image, maintain consistency in appearance, and uphold the reputation and values of Itus Protection Limited.

