

Policy S-110 Technician Uniform Policy

Introduction

National Seating & Mobility, uses a uniform dress policy for Technicians operating from any NSM location.

In an effort to project a professional image, promote a productive work environment and comply with health and safety standards, National Seating & Mobility issues standard uniforms for Technicians operating from all NSM locations.

When a customer calls on NSM for service, it is because they know NSM can fulfill their equipment and service needs through our expertise and efficiency. NSM must maintain a professional appearance that matches its capabilities. Customers must also be able to readily identify an NSM technician as an official NSM employee. NSM will have the confidence that Technicians operating from any NSM location are supporting NSM's controlled and professional image.

NSM Technician Uniform:

- Polo Shirt Short Sleeve
- Long Sleeve Shirt
- Lightweight Jacket
- Heavy Cold Weather Jacket
- Vest

Uniform Ordering:

- The initial issuance of the uniform will be paid for by NSM and includes:
 - 1 Jacket (for cold weather) or 1 Lightweight Jacket (all season)
 - 5 Short Sleeve Shirts or 5 Long Sleeve Shirts or a combination totaling 5
 - 1 Name Tag
- Uniforms can be ordered via [NSM's Online Store](#).

To ensure uniforms stay in presentable condition NSM will pay for 2 shirts and 1 name tag per year after the initial uniform set is issued. The technician may order any extra items at his/her own expense.

To order extra clothes outside of the initial issuance, visit NSM's Online Store. The ordering of uniforms will be your financial responsibility.

Enforcement of the Uniform Policy:

It is the responsibility of the Branch Manager to monitor the compliance of the dress code with the mobile technicians. Technicians not wearing the above mentioned uniform may be asked to return home and change into the proper attire. The Branch Manager will use discretion in enforcement.

- Hair, including facial hair, should be neat and well-groomed in appearance.
- Shoes should be clean and neat in appearance. No open toes shoes permitted.
- Pants should be clean, neat in appearance and free of holes. Colors should be kept neutral such as blue, black, and khaki or grey.
- Shorts are unacceptable.
- Blue jeans are acceptable as long as they are free of holes and clean, neat and crisp in appearance.
- Hats can be worn but only if they are an NSM hat. Hats are available for purchase via NSM's Online Store. Hats are not a required part of NSM attire, employees can purchase at their own expense.
- Uniforms are property of National Seating and Mobility and employees may be required to return their uniforms to NSM upon termination of position.