



Surgi Tech Dressing Code

Human Resources Department



Dressing Code means dressing well, to be presentable to others., and this is will
reflect on your company **Image**

You may want to give a little more attention to how you dress at work because what
you wear may be substantially influencing your career path.

Dressing Code - MEN

SHIRTS

As a rule, the **Simpler** the better.

Colors: white, off white, pale, blue shirts are preferred.



SHIRTS

Do not wear

THICK STRIPES



CHECKS



Trousers have pleats

TROUSERS:

They should preferably be dark , Blue ,Brown



TIES

choose a traditional silk tie,
No loud colors or patterns.

Given below are some well accepted colors and patterns



**It may be wise to avoid ties with
images and designer logos**

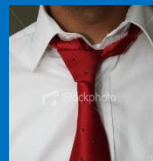


To wear a suit will be more preferable

suit Your tie should co-ordinate with your attire
The knot should be a perfect triangle



Do not enter a Company like
this or go to the customer
like this



SHOES

Wear a good pair of leather shoes- black and brown shoes.

Shoes must be polished everyday.



Do not wear shoes that look casual.





Dressing Code - Female

You may wear_
formal shirt/trousers

Preferably choose few simple colors.
Avoid sleeveless and tightfitting clothes

You may wear a Long tunic near of knee or
under knee with a pair of formal trousers.

NB.Avoid sleeveless ,tightfitting clothes OR SHORT TONIC

SHOES/SANDALS

Shoes with 1 ½ - inch heels are standard. You may wear a pair with smaller heels or a flat pair. Stick with a black/brown pair preferable .

Be sure your shoes are polished

Do not wear colorful sandals

ACCESSORIES

Earrings

Wear studs or small rings



Do not wear hoops or dangling earrings



Some of you maybe ask YOUR HR Dep.

If Dressing code is one of Employee evaluation factors

The Answer

Sure Yes

Admin Dep. Will monitor and forward the violations to HR
Department to take actions on monthly basis



Thank you for your understanding
and comply with our system

Dressing code is one of the factors which assist to create
unified culture

Human Resources Department