
TO Attendees at ARTC Hunter Valley Protection Officer Briefings

CC

FROM Possessions Manager Hunter Valley

DATE Tuesday 25th October 2016

SUBJECT Dress code for attendance at ARTC Hunter Valley Protection Officer Briefings

REFERENCE

Employees and contractors are reminded of the requirement to dress appropriately whilst attending ARTC Hunter Valley Protection Officer briefings.

At the Protection Officer briefing staff are representing themselves, their company and ARTC and are requested to wear attire that is appropriate for an office or work on track environment.

Appropriate attire includes collared shirt (with or without company logo), long pants and covered shoes.

T shirts, singlets, thongs, sandals and shorts are not considered appropriate clothing.

Employees and contractors who wear attire that is deemed inappropriate will be refused attendance at a Protection Officer briefing until they are dressed appropriately.

Company representatives are requested to forward this memo onto concerned parties.

Dave Donnan

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