

# DRESS CODE POLICY



Team Members are expected to uphold **WhiteWater Express's** image of cleanliness and neatness. Since they represent the Company to our customers, we need you to always dress and act presentable when wearing the company uniform and/or logo. Company-branded clothing is only allowed during working hours.

Team Members must present themselves professionally, including personal items, vehicles, etc. Inappropriate, offensive, or derogatory stickers, bumper stickers, and similar signage are not allowed on company property. WhiteWater reserves the right to decide what is unacceptable, offensive, or derogatory.

All Team Members are required to maintain the highest standards of personal hygiene, including bathing and using deodorant or antiperspirant, brushing teeth, and using mouthwash as necessary. Cologne, aftershave, and perfume are acceptable if applied lightly. While on the clock and company premises, team members should not use or consume any substance that has strong odors (e.g., cigarettes, chewing tobacco, vapor cigarettes, etc.).

Managers are responsible for enforcing dress and grooming standards for their team members. Any Team Member whose appearance does not meet these standards may be counseled. If their appearance is unduly distracting or the clothing is unsafe, the Team Member may be sent home to change into something more appropriate.

Reasonable accommodation will be made for Team Member's sincerely held religious beliefs and disabilities when such accommodations do not cause an undue burden. If you would like to request an accommodation or have other questions about this policy, please contact the HR department at [HR@whitewatercw.com](mailto:HR@whitewatercw.com) or call 844-715-1250.

## UNIFORM:

- **Khaki chino pants** (non-denim slacks). Pants must be worn at the Team Member's natural waistline. No ripped and torn pants allowed. No cargo pants permitted. Elastic or spandex pants are not permitted.
- **Shorts** may be worn depending on the season. **Shorts** cannot be longer than the knee, and no shorter than 3 inches above the knee. "Capri" style pants/shorts are not permitted.



**Black or Brown belt** with simple buckle design.



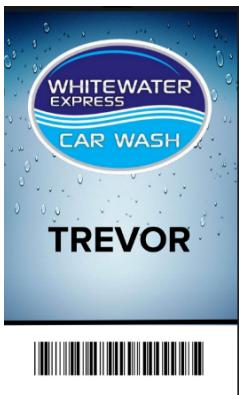
**Company-issued hats** are untattered and clean only. Wearing the cap backward or sideways is not acceptable. Stickers on hats are not permitted.



A company-issued **shirt** is untattered and clean (all shirts must be tucked in).

Footwear: Team members must wear **closed-toed, structured shoes in black, brown, or gray. Slip-resistant footwear is required**—hiking boots are recommended. Canvas shoes, including styles like HeyDudes, Sperry's, and boat shoes, are not allowed. If wearing shorts, socks must be black or white and no higher than mid-calf.





Company-issued **name tags are** always required and must be worn on the chest only in a crisp-clean holder.

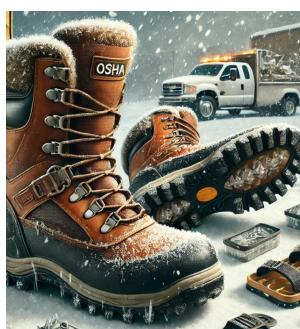
Company-issued **ear protection** is required when working near loud noises (blowers and chemical room). Any other ear protection must be HR approved and may only be worn inside the tunnel or chemical room.

**\*Headphones and earbuds are not permitted for safety reasons.**



## **WINTER ATTIRE:**

- Jackets: The company-issued windbreaker must be worn over your own jacket.
- Beanies and Headwear: Team members can wear their own black beanie, similar to the one shown in the picture below, or the company-issued beanie. Non-company-issued headwear is not allowed, except with approved accommodations. Contact HR for accommodation requests. Beanies may be worn when the temperature is below 50 degrees Fahrenheit.
- Logos and Graphics: Your clothing underneath must follow the dress code, which means no visible logos, pictures, or graphics.
- Layers: You can wear long sleeves, hoodies, or jackets under your company-issued shirt or jacket, but they should be neutral colors (gray, white, black, navy blue) to match company uniforms.
- Neck Gaiters: Neutral-colored neck gaiters and similar clothing items are allowed, but they must meet safety standards to avoid injury from loose clothing getting caught in equipment.
- Winter Footwear: For snowy and icy conditions, OSHA recommends wearing insulated, waterproof boots with strong traction. In extreme conditions, additional traction aids, such as cleats or ice grips, may be necessary for added safety.



## **TATTOOS:**

- Tattoos must be covered.
- If tattoos are on the legs, long pants must be worn.
- A black long-sleeve compression undergarment may be worn under a company shirt.
- Tattoos above the neck are not allowed.

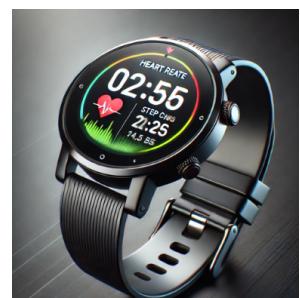
## **FINGERNAILS:**

- Fingernails and hands must be kept clean.
- Unnatural shapes or ornamentation of the fingernails are not permitted.
- Fingernails must not exceed a quarter of an inch beyond the fingertip.



## **JEWELRY:**

- Only one watch or fitness device is allowed to be worn.
- For the safety of all Team Members, no bracelets are permitted to be worn.
- Chains, keys, lanyards, large buckles, cell phones, and any electronic devices on the outside of your clothing are not permitted.
- Team Members can wear one earring per ear. Up to 1/2 inch stud earrings are permitted.
- Dangling or hoop earrings are not permitted.
- Body modifications visible to guests are not acceptable (for example, extended earlobes)
- Gauges up to 1" (25mm) are allowed, but they must be a natural skin color; unusual or unnatural colors are not allowed.
- Body piercing that is visible (lip, tongue, facial, etc.) is not permitted.
- The only ring that is permitted is one wedding band/ring set.



## HAIR:

- Hair must be clean, neat, and if colored, maintained in a natural tone. This means no colors such as purple, green, blue, pink, etc.
- A neat, natural haircut and hairstyle is important. Extreme styles such as shaving or sculpting a design in the hair or allowing hair to fall into your eyes are not permitted.
- Sideburns must be neatly trimmed and no longer than the middle of the ear.
- Hair that would otherwise touch the shirt collar must be pulled back and secured.
- Conservative braided hairstyles without beads or ornamentation are permitted.



**EYEWEAR POLICY:** Team Members may wear sunglasses or prescription glasses provided they meet the following guidelines:

- Only black-framed glasses with transparent lenses that clearly show the wearer's eyes are permitted. Mirrored or opaque lenses and non-black frames are not allowed.
- Sunglasses must be removed when interacting with customers.
- Glasses cannot be worn on top of the head and must be stored properly when not in use.
- Eyewear retainers are allowed but must match the company uniform.
- Medical exceptions must be validated with appropriate documentation and approved by Human Resources.



## Safety Glasses:

- Safety glasses are mandatory for Team Members operating equipment that utilizes compressed air or water.
- While not a requirement for other staff, wearing safety glasses is strongly recommended for personal safety.
- Sunglasses are not to be used as substitutes for certified safety glasses.

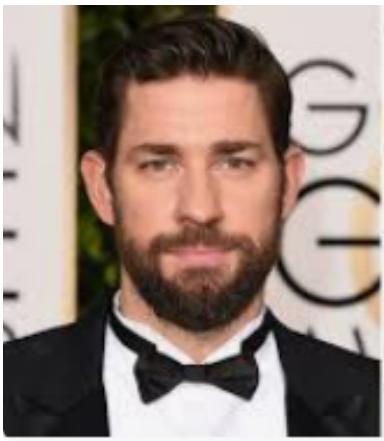
## FACIAL HAIR:

- Bears and mustaches that are neatly trimmed and no more than  $\frac{1}{2}$  inch long are permitted.
- Beards must be kept trimmed above the neckline.
- Mustaches may not extend below the corner of the mouth.
- Facial hair must be well-kept and fully grown with no patches.
- We may ask to remove any cut that can be deemed as a distraction to customers and co-workers

Clean-Shaven



Full Beard



Team Members are expected to follow these standards while on company premises. Failure to adhere to the Dress Code policy may result in disciplinary action up to and including separation from employment.

Team Member Name: \_\_\_\_\_

Team Member Signature: \_\_\_\_\_

Date: \_\_\_\_\_

For any questions, please contact your supervisor or reach out to the Human Resources Department at **HR@whitewatercw.com** or **844-715-1250**.