

PERSONAL APPEARANCE

RAILS aims to maintain a professional environment that is inclusive and functional. Employees are expected to present themselves in a safe and appropriate manner for their specific role and work environment.

Functional Standards: Clothing must allow the employee to perform all job-related tasks safely (e.g., proper closed-toe footwear for delivery or facilities staff). Dress standards may vary day to day based on circumstances.

Hygiene: Employees should maintain personal hygiene that is conducive to a shared workspace.

Prohibited Attire: Clothing, accessories, visible tattoos, or other elements of personal appearance featuring language or images that support a candidate for elective office or a political organization, or are discriminatory, profane, or promote illegal activity are not permitted.

Consistency: Requirements for dress and grooming will be applied uniformly to all employees regardless of race, gender identity, religion, disability, or other protected status. Employees that require an accommodation for religious, medical, or disability-related reasons should contact their supervisor or Human Resources.

If you are unsure if an item meets the functional needs of your role, please consult Human Resources or your supervisor for clarification.