



Dress & Grooming Policy

This is a high-level summary for all staff. Full details are set out in the Dress & Grooming Policy.

Our Approach

LSH Group Australia requires all employees to maintain a professional standard of dress and grooming that reflects our brand, supports a safe workplace, and aligns with customer expectations.

This policy is applied in accordance with *Work Health & Safety (WHS)* laws, the *Fair Work Act 2009 (Cth)*, and anti-discrimination legislation.

Your Responsibilities

You are expected to:

- Present a professional, clean, and well-groomed appearance at all times
 - Wear attire appropriate to your role and work environment
 - Follow any uniform or branded clothing requirements
 - Ensure clothing is safe and suitable for your duties
 - Comply with all WHS and PPE requirements
-

Role-Based Expectations

- Front of House: Business or corporate attire / approved uniform
- Support Staff: Business or business-casual attire
- Technical Staff: Company-provided uniform and required PPE

Your Manager will advise you of specific expectations relevant to your role.

Safety (WHS) Requirements

You must:

- Wear required personal protective equipment (PPE)
- Wear appropriate footwear for your role (e.g. safety boots where required)
- Avoid clothing or accessories that may create a safety risk

Failure to comply with safety requirements may result in removal from duties.

Professional Presentation

You must ensure:

- Clothing is clean, neat, and in good repair
 - Grooming and hygiene are maintained
 - Appearance is appropriate for a professional workplace
-

Flexibility and Inclusion

LSH Group Australia supports reasonable adjustments to this policy, including for:

- Religious or cultural requirements
- Medical conditions or disability
- Other personal circumstances

Requests should be discussed with your Manager or Human Resources.

If Standards Are Not Met

- You may be asked to address the issue (e.g. adjust attire)
- Ongoing non-compliance may result in disciplinary action

All matters will be managed fairly and on a case-by-case basis.

Acknowledgement

I acknowledge that:

- I have read and understood the Dress & Grooming Policy – One Page Summary;
- I understand that this summary does not replace the full **Dress & Grooming Policy**;
- I agree to comply with the full policy and all related Group policies;

I further acknowledge that this summary should be read in conjunction with the full **Dress & Grooming Policy** which is available on the intranet.