

## Dress Code

All Leadership Development Program team members must observe the following dress code. Professional attire must be worn at all times.

While working in a FedEx Kinko's Office and Print Center:

- Clothing must be clean, neat, and free of holes, patches, graffiti or logos.
- Jeans, denim or pants with rivets may not be worn at any time.
- Slacks should be conservative and a dark color.
- A white, collared shirt is preferred.
- Ties are required for men.
- All shoes must have closed toes and closed heels.
- Facial jewelry is not allowed.
- Official nametags and aprons are required at all times.

While attending classroom training:

- Jeans, denim or pants with rivets may not be worn at any time.
- Slacks should be conservative.
- Golf and polo shirts are acceptable.
- Ties are not required.
- Facial jewelry is not allowed.