

1. Version Control

Version	Date	Author	Approved by	Signature
1	22/03/2024	Ali Kader	Nick Somes	
2	18/09/2025	R. Ridd	Nick Somes	NS

2. Purpose

This uniform policy reflects ecoDynamics' commitment to safety, sustainability, and professionalism in our operations across our offices and the Mulch and Services, Landscaping, and Nursery divisions.

This policy complies with applicable Australian laws, regulations, and standards, including the **Work Health and Safety Act 2011**, the **Fair Work Act 2009**, **Industrial Standards**, **Occupational Health and Safety Act 2004** and the **Australian Standards AS/NZS 2210.3:2009** related to occupational protective footwear, ensuring adherence to safety and legal principles.

3. Clothing Guidelines

Employees issued with Uniform

Field employees must wear ecoDynamics-branded uniforms exclusively while working during working hours or when representing ecoDynamics externally. Employees requiring uniforms will be issued them as soon as possible after the employment start date.

Field operatives are required to wear branded long-sleeve shirts, long pants, and safety boots as a minimum standard on all workdays. Short-sleeved shirts or shorts are strictly prohibited while working on any ecoDynamics operational sites.

Broad-brim hats must be worn from **October to April**, as part of seasonal sun safety compliance.

All employees are expected to maintain their uniform in good condition and uphold ecoDynamics' brand identity by complying with this policy.

All uniforms issued by ecoDynamics Group remain the property of the organisation.

Office Staff Dress Code

All office staff are expected to maintain a neat, clean and professional appearance. Office employees may be provided with company-branded shirts which can be worn when necessary.

If required to visit a worksite, Office staff must comply with applicable safety regulations such as wearing a long-sleeved shirt and any required Personal Protective Equipment (PPE) as sign posted.

Field and Site Office Guidelines

Employees working in or visiting site offices must maintain a neat, clean and professional appearance. Employees should keep in mind potential client interactions and ensure their attire is appropriate to the work being undertaken.

Non-Branded Clothing

If non-branded attire is worn, it should align with industrial standards and meet the professional requirements relevant to your role.

When required, an ecoDynamics-branded Hi-Vis vests must be worn over non-branded clothing for safety, visibility and consistency.

4. Uniform allocations

Allocation details will be documented in the **WHS Monitor System**.

The following table shall be used as a guide.

Uniform Allocation by Division:

Division	Pants	Rail Jumper	Winter Jacket	Boots	Rail Shirts	Polo Shirts	Hi-Vis Vest
Nursery	2	2	1	1	3		1
Landscaping (non-rail)	2	2	1	1	3		1
Landscaping (rail-compliant)	2	3-piece jacket	1	1	3		1
Services	2	2	1	1	3		1
Mulch	2	-	1	1	3		1
Corporate / Management	-	-	-	-	-	2	1

Uniform items allocated to employees include branded shirts, jumpers, safety hats, and boots, as per the particulars listed above.

5. Work Pants

Each employee issued uniform and working onsite is entitled to claim up to \$80 reimbursement for each pair of pants (capped at two pairs of pants per year). Replacement pairs can be claimed as per Clause 8 below. Reimbursement cannot exceed \$80 for a single pair of pants.

6. Safety Footwear

Employees must wear lace-up steel toe-capped boots compliant with **Industrial standards and Australian Standards AS/NZS 2210.3:2009** at all times. ecoDynamics will contribute up to **\$200 per pair annually**. Employees may either:

1. Purchase through ecoDynamics' RSEA account (with manager approval); or
2. Buy boots independently and reimburse the cost with valid receipts.

7. Lost or Damaged Uniforms

Lost or stolen uniforms must be reported immediately to the manager. Replacement items may be allocated upon manager validation and approval. Repairs or replacements for wear-and-tear uniforms are available free of charge, subject to assessment by the Uniform Administrator. Employees are responsible for washing and maintaining all uniform items.

8. Uniform Return Policy

Upon resignation or termination, employees must return all ecoDynamics-branded uniform items within **7 days**.

9. Uniform Recycling Program

ecoDynamics is committed to sustainability and reducing our environmental footprint, aligning with our values as a **B Corp** certified organisation. To support these efforts, we have partnered with **UPPAREL** to recycle old or damaged uniform items in an environmentally responsible way. Through their program, clothing items are repurposed into products such as pet beds and more.

10. Prescription Safety Glasses

ecoDynamics provides a **one-off contribution of \$300** towards prescription safety glasses, subject to role requirements. Employees are responsible for the loss or replacement of these glasses.

11. Policy Compliance

Any breach of this policy may result in disciplinary action, up to and including termination of employment.

12. Revision and Review

The ecoDynamics Group may make changes to this policy from time to time within its complete discretion.

13. Related Policies

- Code of Conduct
- Group Workplace Health and Safety Policy

Please be advised that any amendments to this document require formal authorisation and must be distributed through official channels to ensure it is an approved and correct version.

This policy serves as a mandatory directive for all personnel affiliated with ecoDynamics Group, whether employed directly or indirectly. This document is to be regarded as an addition to the other ecoDynamics Group's policy and procedures.

Should you require additional information or have inquiries concerning this policy, employees currently associated with ecoDynamics are encouraged to consult the comprehensive resource at <https://www.fairwork.gov.au/> and to engage in discussions with their supervisors or Group Human Resources Manager
