



## Dress Code and Appearance Policy

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In support of the Workforce International Group of companies, all staff have a responsibility to maintain a standard of dress that enhances the professional image of the organisation in all its dealings with customers and clients.

The purpose of this policy is aimed to enhance our image at work and in the marketplace. It is also intended to minimise the risk to health and safety in the workplace which may arise from inappropriate dress and/or not adhering to Personal Protective Equipment (PPE) and or/hygiene requirements.

This policy applies to all employees and contractors working on behalf of the Workforce International Group of companies and, in the case of Health and Safety/Hygiene requirements, visitors to the workplace.

This policy and associated procedure also support the PPE and Sun Protection Policies and Procedures of the Workforce International Company group. It will be subject to an annual review and may be amended from time to time.

Please refer to the Dress Code and Appearance Procedure for specific information on how this policy shall be applied.

This policy is in line with the company's Code of Ethics and Conduct.

Chief Executive Officer – March 2026