

# Personal Appearance Policy

## Policy 1.9



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### **POLICY**

Per Nevada Revised Statute 561.105, the Board of Agriculture shall establish the policy of the Nevada Department of Agriculture (NDA).

The Personal Appearance Policy shall ensure employees maintain a personal appearance that meets the responsibilities and expectations of their job and the duties performed. The policy shall also ensure a balance of professionalism, safety, and comfort in the work environment.

### **POLICY EFFECTIVE DATE**

September 9, 2020

### **LAST REVISED DATE**

August 28, 2020

### **REFERENCES**

Nevada Administrative Code 284.650; department policies and procedures.

### **POLICY REPLACES A PREVIOUS POLICY DATED**

This policy replaces the Personal Appearance Policy approved by the Board of Agriculture on March 26, 2013.

### **RESPONSIBILITIES**

The leadership team, consisting of the director, deputy director, and each administrator shall uphold the policies set forth by the Board of Agriculture.

### **APPLICABILITY**

This policy applies to all NDA staff, and those who work on behalf of the NDA.

### **APPROVED BY:**

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Director

\_\_\_\_\_

Date

\_\_\_\_\_

Board of Agriculture

\_\_\_\_\_

Date

*This policy is not a substitute for relevant law or regulation, nor does it establish additional rights beyond those provided in law and regulation. This policy is intended to be used in conjunction with the state law and the Rules for State Personnel Administration (NRS & NAC 284).*