

Employee Shirts Revision
Delaware County Board of Developmental Disabilities

DCBDD Review Date:	July 15, 2010
DCBDD Resolution #	
Effective Date:	July 16, 2010
Reviewing Department:	Administration

The Employee Shirt policy is included in the Recognition of Service and Retirement Policy that was approved in March.

Employee Shirts

The Delaware County Board of Developmental Disabilities (DCBDD) may purchase and distribute shirts with the DCBDD name and logo on them for its employees and board members annually. Each employee and board member shall be issued one shirt in September of each year to commemorate the anniversary of the move to 7991 Columbus Pike, Lewis Center. Employee shirts shall all be the same color and design for each annual order. The shirt, less embroidering, shall generally cost less than \$25 each. Employees may choose to purchase additional shirts at their own expense. The current sale price of additional shirts will be \$20.00 per shirt. The shirts may be worn for work at any time, but are primarily to be worn for special and/or public events where it is desired that DCBDD employees be easily identified. New employees shall be issued a shirt at the time of hire and will be eligible for a new shirt when the annual order is placed in September. DCBDD logo embroidered shirts may be sold to the public at \$20.00 per shirt. The shirts sold to the public will only be available in a color other than the staff issued color to help differentiate between DCBDD employees and board members and the general public.

Board members will be issued a shirt at the time of the appointment and upon reappointment by their appointing authority. Volunteers may be loaned shirts as part of their assignments. Volunteer shirts will be collected at the end of the assignment, laundered by DCBDD and reused by other volunteers.