Guide Gender Neutral Dress Code

# First…

Spell out specific dress code rules by article of clothing, not by gender, use non-gendered pronouns, and make sure that any grooming guidelines could apply to anyone.

Don’t place burdens on anyone based on their gender, and try to empower employees to manage their own appearance in accordance with professional expectations.

# Business casual workplaces

Adapted from Forbes: “Employees should dress in business casual slacks and skirts, collared shirts, blouses, or sweaters. Inappropriate attire includes sportswear, jeans, and unkempt clothing, among other options. Please exercise good judgement.”

# Business formal workplaces

Traditional business attire, including dresses, suits, and pantsuits, is required for external meetings with clients or prospects. Employees should use discretion on other occasions and are expected to demonstrate good judgment.

# Casual workplaces

Adapted from The Balance: “Dress comfortably for work, but please do not wear anything that could offend your coworkers or make them feel uncomfortable. That includes clothing with profanity, hate speech, or exclusionary language. Your clothing, while casual, should show common sense and professionalism.”

According to Indeed, 50% of companies allow employees to dress casually every day, as of 2019.