



**Superior Court State of Delaware
Dress Code Policy
Internal Document**

Signature Page

Corrective actions:

- 1st Violation – Counseling and verbal warning- The employee is expected to correct the violation and may be sent home to change into appropriate attire.
- 2nd Violation – Written Reprimand - The employee is expected to correct the violation and may be sent home to change into appropriate attire and will be charged for anytime away from the office.
- Subsequent violations shall result in further action pursuant to the Judicial Branch Personnel Rules
- Supervisor shall be held responsible to ensure that each employee, under their supervision, is aware of, has been given the opportunity to ask any questions and that any questions raised have been discussed, and is following the established standards for appropriate dress.

Effective Date: 9/1/2025

I _____, acknowledge that I have read Superior Court's Dress Code Policy and have been given the opportunity to ask questions that I may have and that any questions that I have raised have been discussed to my satisfaction. I agree to abide by Superior Court's Dress Code Policy.

Employee Signature: _____ Date: _____