



SECTION: HR  
TOPIC: UNIFORMS POLICY  
MARCH 2020

## **ADMINISTRATIVE PRACTICES MANUAL**

### **SUBJECT: Uniforms Policy**

In some cases, County of Dane provides uniforms to employees that are not covered by a uniform allowance per the employee benefits handbook or bargaining agreement. Employees are required to return all issued uniforms upon termination of employment. If all issued uniforms are not returned, County of Dane will deduct the cost of the uniforms from the employee's final paycheck.

Employees that receive a uniform allowance are not subject to this policy for the uniforms they receive an allowance for.

Boots will be reimbursed through payroll as a taxable benefit and are therefore exempt from this policy.

If employees have questions regarding this policy or its implementation, please contact the Controller's Office.