

APPENDIX C

VILLAGE OF HARRISON CLOTHING ALLOWANCE

I. Full-Time Public Works and Utilities Operators

The Village provides a clothing allowance to full time road crew employees with the stipulation they always have to wear a shirt and/or outer jacket that has the logo and village name on it when at work.

The Village provides a stipend of \$350.00 each year that is to be used to purchase approved apparel items and steel toed boots (no pants). Any items purchased that total more than \$350.00 in a calendar year will be paid for by the employee unless the employee has an approved carryover balance.

II. Permanent Part-Time Employees

Permanent Part time employees will receive \$175.00 to purchase approved apparel and steel toed boots each year they work. They can purchase additional apparel at their cost through the Village Hall. We would like the part time staff to also wear the Village apparel when they are working.

III. Office Staff

Office staff is entitled to receive \$300 each year that is to be used to purchase approved apparel items.

IV. Firefighters

Volunteer firefighters shall receive one free shirt each year they are on the department. They can purchase additional apparel at their cost through the Village Hall.

V. Fire Chief

The Village will provide clothing for the Fire Chief with the stipulation he/she always wear the uniform when working.

For the first year of employment, the Village will provide the following items:

- (2) Uniform pants, (2) white uniform shirts, (2) Polo Shirts with logo,
- (2) Guard work shirt with logo, (2) blue t-shirts, (2) blue sweatshirts.

During the next years, the Village will provide a stipend of \$325.00 to purchase additional apparel items and black shoes.

VI. Carryover

Employees may carryover unused clothing allowance funds to the following year with the approval of the Village Manager.