



Guide on Uniforms for Environmental Services Industry



Edition 2, 2022

Introduction

The Environmental Services (ES) industry, comprising the waste management, pest management and cleaning sectors, plays a critical role in maintaining Singapore's international reputation as a clean and green city. Moreover, the diversity of work in the ES industry requires the workforce to wear appropriate attire for their personal safety and to present a professional public image.



Companies are recommended to manage the process of reviewing and establishing dress standard requirements and see to their implementation. This Guide on Uniforms for Environmental Services industry (Guide) serves as a reference on which companies are strongly encouraged to expand on when developing their respective company's policies on uniforms.

For companies where uniform is not applicable or unavailable for the employees, discretion should be exercised by employers when adapting selected aspects of the Guide that are applicable for the development of their workplace attire.

The Guide has been developed with 3 key principles in mind to ensure **Safety**, **Comfort** and **Appearance** of the uniform design.

Supporting the 3 key principles in this Guide for uniform design would be the recommendations for ensuring Proper Wearing of Uniforms.

Purpose of a Uniform

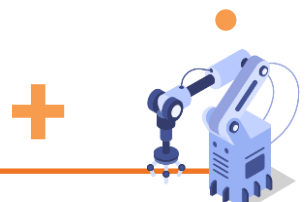
A uniform is a distinctive set of attire worn by employees of the same organisation. Wearing a uniform serves to introduce the following purpose and benefits:

For Companies

- Establish a strong corporate identity within an industry
- Enhance positive brand recall by the general public and customers
- Promote a sense of inclusiveness, non-discrimination and equal opportunity within a company

For Employees

- Enhance safety and comfort at work with the appropriate dressing
- Develop a sense of belonging with the company and camaraderie among colleagues
- Project a professional image and develop a sense of belonging for the industry



3 Key Principles

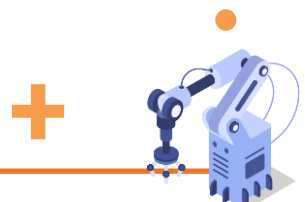
Recommendations on uniforms for the ES industry are based on the 3 key principles, categorised below:

Safety

- Uniforms provided to employees, or employees' attire should not jeopardise employees' safety and health.
- High visibility designs (e.g. reflective strips, bright colours) for employees involved in outdoor working environments with high vehicular traffic and/or dim lighting should be incorporated into the uniform design.
- Personnel Protective Equipment (PPE) such as safety gloves, safety helmets, safety masks, goggles, safety and anti-slip shoes/boots should be provided to the employees, where appropriate.
- If footwear is not provided as part of the uniform, employees should be advised to avoid open-toe footwear and footwear with poor grip.

Comfort

- Due to Singapore's warm climate and strong sunlight, light-coloured uniforms and uniforms made out of light, breathable materials should be considered unless uniform is prone to getting stained.
- Modification of the uniform by the employee should be avoided. However, alterations to the uniforms could be done for the length or width to ensure a comfortable and smart-looking fit for the employees, subject to approval by the company.
- Shrinkage of the uniform should be considered for the uniform design to ensure the comfort of the uniform to the wearer.
- Long sleeves and wide brim hats / caps could be provided for employees involved in outdoor working environments for protection against the sun.



3 Key Principles

Appearance

- Company logo and brand name should be prominently displayed on the uniform.
- Additional items such as aprons or caps could be part of the uniform design for employees at Food & Beverage (F&B) establishments. The additional items should be of corporate colours and designed by the company, if it is not specified by the service buyer. Aprons should be made of materials that are resistant to stains and easy to wash.
- Employees should wear name tags for ease of identification and to encourage better service delivery, especially those who would have frequent interaction with members of the public at their work place. Supervisors should also brief employees on the placement of name tags to ensure uniformity.
- Anti-crease and double knitted material could be used for uniforms for employees working at indoor air-conditioned environment such as shopping malls and office buildings.
- Colour fastness of the textile used for designing the uniform should be taken into consideration when designing the uniform to ensure that the uniform does not become washed-out easily. Reference may be taken from any of the international standards for colour fastness (e.g. ISO 105-B02 or ISO 105-E01) when determining the colour fastness of the textile material used.
- Uniform or attire donned by employees should be cleaned and well-pressed. A professional image should be projected by the employee at all times as he / she represents both the company and industry image.



Proper Wearing of Uniforms

Supervisors of the uniformed workforce should ensure that the uniform is properly donned by the employees while on duty. To underscore the importance of the proper wearing of uniforms and attire in the course of work, the company's policy on uniforms and attire should consider stating the action to be taken against employees who refuse to comply to the requirements established by the company.

Recommendations that companies should consider to promote the proper wearing of uniforms include:

Provision of adequate uniform

- Employers should consider issuing adequate sets of uniforms to each employee at no charge to ensure that employees have an adequate supply of fresh uniforms for their work.
- Employers should replace worn out, discoloured and/or damaged uniforms regularly at no additional charge, provided that the employee has taken due care of the issued uniforms.

Enforcement of the uniform policy

- Regular inspection of the employees in uniform while on duty by the supervisors is recommended. Attention should be paid to the cleanliness and overall conformance to the company's uniform requirements/policies.
- Proper presentation of the uniform by the employee should be considered as part of the employee's performance appraisal.

Employee engagement

- Uniform and workplace attire policies should be clearly conveyed to new candidates during the hiring process. Showcase of the uniform or acceptable dressing standard could be conducted by the company to demonstrate standard requirement during employee induction and orientation.
- Employers should regularly remind (at least once per year) their employees of the companies' uniform or workplace attire policies to reinforce its importance, with emphasis on the benefits of the uniform in promoting workplace safety and overall image and professionalism.
- Opportunities should be provided for employees' suggestions on uniform items and design to improve the uniform's functionality. This would also enable employees to develop a sense of ownership of the uniform.



Sample Photographs

Uniform for Disinfection Work



- Latex / nitrile gloves
- Long sleeve disposable gown
- N95 mask
- Eye goggles / face shield
- Covered-toe shoes
- Optional: disposable hair cover and shoe cover

Note: Uniforms / Personal Protective Equipment (PPE) provided to employees, or employees' attire should also meet requirement under the "[Guidelines for Environmental Cleaning and Disinfection of Areas Exposed to Confirmed Case\(s\) of COVID-19 in Non-Healthcare Premises](#)".

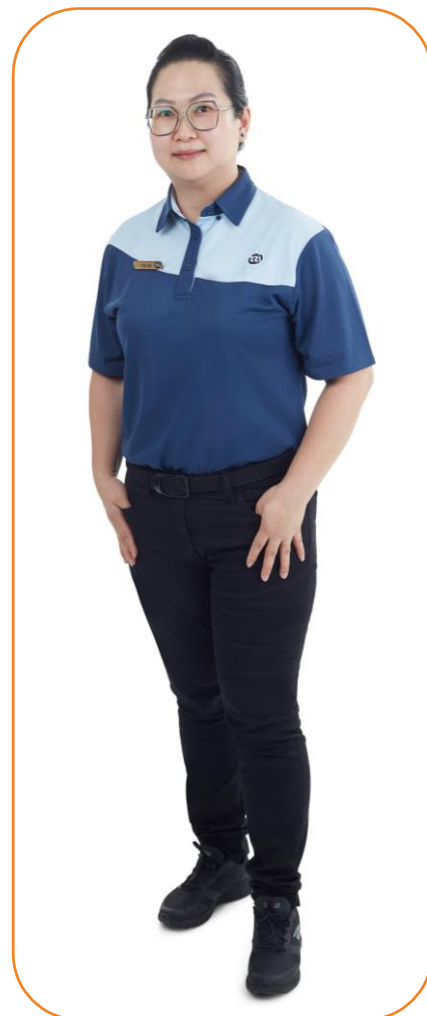


Sample Photographs

Uniform for Indoor Commercial Premises Supervisory and Cleaning Work



- Neat hair and appearance
- Well fitted, crease-free, buttoned-up top in breathable fabric
- Company logo / name
- Additional apparel (e.g. pull on sleeves) by cleaner is monochromatic and design contrast with overall uniform design
- Long pants
- Covered-toe foot wear, with colour and design complementing overall uniform design
- Provision of pockets
- Optional: utility belt for disinfectant sprays and cloths



Sample Photographs

Uniform for Outdoor Conservancy Cleaning Work



- Neat hair and appearance
- Well fitted, crease-free top
- Company logo / name
- Reflective harness or reflective elements incorporated into design for safety
- Breathable fabric, water resistance of the material should be taken into consideration as well.
- Cap / head gear and long-sleeve top for sun protection
- Heavy-duty long pants
- Covered-toe foot wear, with colour and design complementing overall uniform design. Water resistance footwear can be considered if required.
- Gloves of suitable material if required
- Optional: utility belt for storage of personal items



Sample Photographs

Uniform for Food & Beverage (F&B) Establishment Cleaning Work



- Neat hair and appearance
- Well fitted, cease-free top
- Apron with company logo and name
- Long pants
- Breathable material with splash resistance or dark coloured
- Covered-toe shoes with proper grip, with colour and design complementing overall uniform design
- Pockets / utility belt for holding disinfectant sprays and wiping cloths



Sample Photographs

Uniform for General Pest Management Work

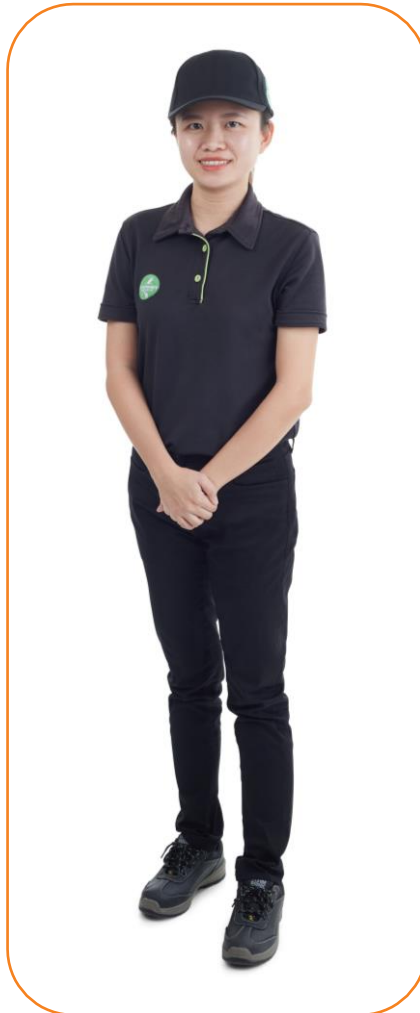


- Neat hair and appearance
- Well fitted, crease-free top in breathable fabric
- Company logo / name
- Long pants
- Additional apparel is monochromatic and in line with overall uniform design
- Covered-toe foot wear, with colour and design complementing overall uniform outlook
- Safety shoes / boots
- High-cut boots and cap (covering neck to prevent sting) for those involved in inspection of forested areas



Sample Photographs

Uniform for Personal Protective Equipment (PPE) for Pest Management Work Involving Chemicals (e.g. fogging and soil treatment)



Note: Uniforms provided to employees, or employees' attire should also meet regulatory requirement under the "[Code of Practice for Vector Control Operator, Technician and Worker](#)".

- Neat appearance
- Company logo / name
- Long-sleeve top (or long-sleeve coveralls) and long pants
- Respirator mask¹
- Ear muff / plugs, if using a thermal fogger or any equipment that is loud
- Safety gloves² and safety goggles
- Covered-toe shoes / safety boots
- Cap / head gear for sun protection if required
- Helmet if working in hazardous areas
- Hi-visibility vest / belt, reflective strips and blinkers if required



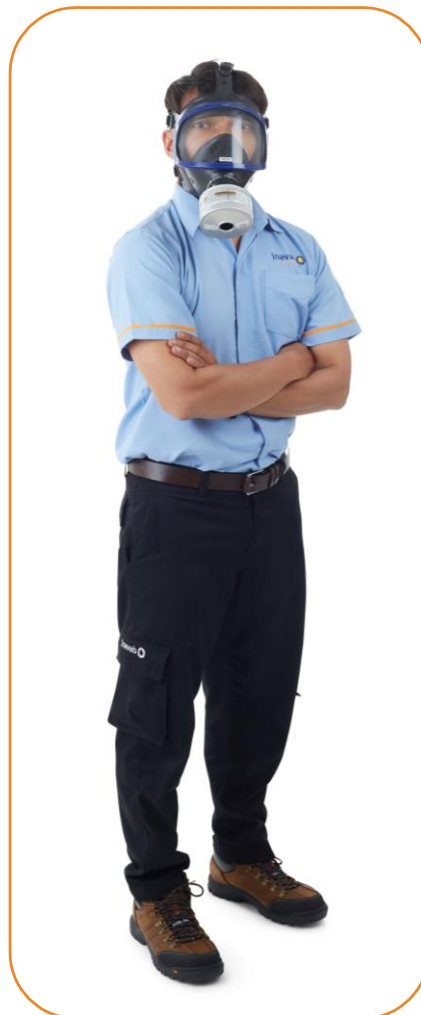
¹ Depends on the chemical control work conducted, mask should offer protection against chemical in use
² Material of gloves to be able to offer protection against the type of work (e.g. opening of metal gratings) and the chemical in use

Sample Photographs

Uniform for Fumigation Work



Note: Uniforms provided to employees, or employees' attire should also meet regulatory requirement under the [Hydrogen Cyanide \(Fumigation\) Regulations](#).



- Long-sleeve top and long pants, or coveralls / gas tight suit made of non-absorbent or sorption resistant fabric where necessary³
- Company logo / name
- Respirator mask with goggles / gas mask
- Safety gloves and safety boots
- Hi-visibility vest / belt, reflective strips and blinkers if required



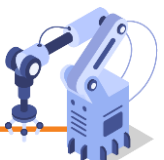
³ Refer to applicator manual for the chemical in use

Sample Photographs

Uniform for Waste and Recyclable Sorting Work



- Neat hair and appearance
- Well fitted top, crease-free in breathable fabric
- Company logo / name
- Reflective harness / vest for safety if required
- Heavy-duty long pants
- Heavy-duty covered-toe boots and gloves worn as PPE
- Uniform should preferably be of dark coloured or made from materials that are easily washable
- Protective head gear and ear muffs to be worn as required



Sample Photographs

Uniform for Waste Collection Work (Crew and Driver)



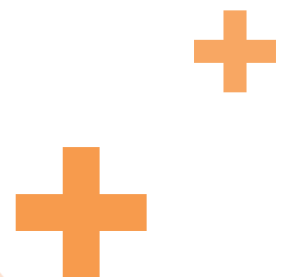
- Neat hair and appearance
- Well fitted, crease-free top in breathable fabric
- Company logo / name
- Reflective harness / vest for safety, or reflective elements incorporated into design for safety
- Cap / head gear and long-sleeve top for sun protection
- Heavy-duty long pants
- Heavy-duty covered-toe boots/shoes and gloves worn as Personal Protective Equipment (PPE)
- Uniform should preferably be of darker colour to hide stains or made from materials that are easily washable

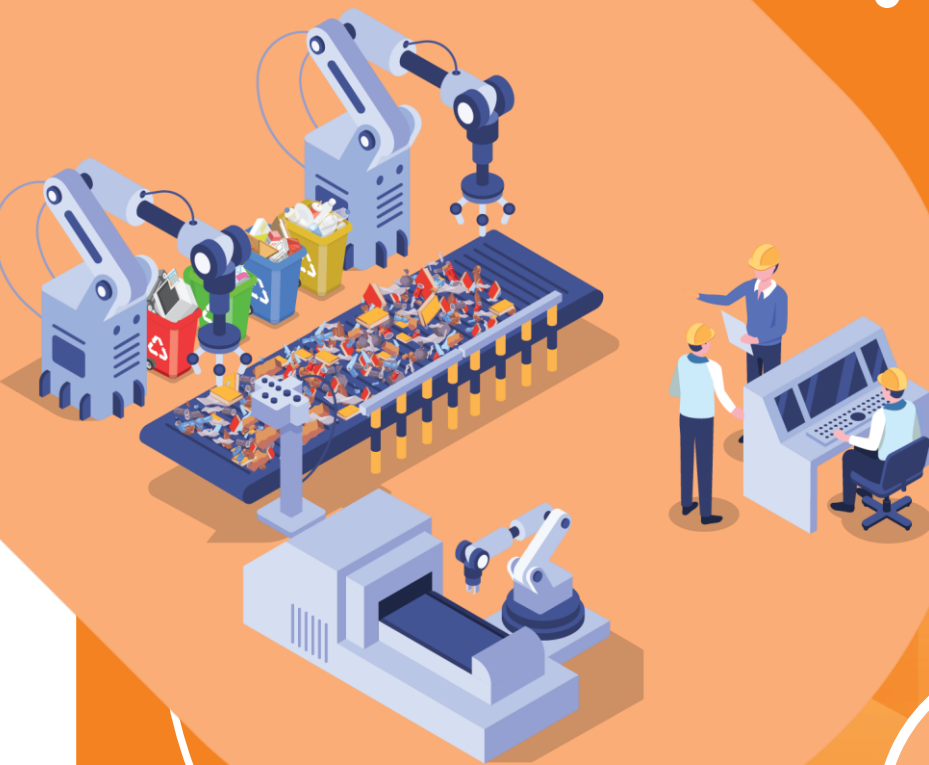


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- ISS Facility Services Private Limited
- Kopitiam Investment Pte Ltd
- NTUC U Care Centre
- Pest Management Sectoral Tripartite Committee
- Public Hygiene Council
- Sembwaste Pte Ltd
- Singapore Pest Management Association
- Topgrid Pest Specialist Pte Ltd
- Verminator Pte Ltd
- Waste Management & Recycling Association of Singapore
- Waste Management Sectoral Tripartite Committee





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