



INDIANA HARBOR BELT RAILROAD COMPANY
2721 – 161ST. STREET, HAMMOND, IN 46323-1099

To: All Agreement Field/Safety-sensitive Employees Subject: Dress Code
From: Human Resources Effective date: November 1, 2025

Agreement Employee Dress Code- Field/Safety-Sensitive Employees

Our field employees play a vital role in our railroad operations. To support safety, consistency, and professionalism, the following dress code guidelines apply to all agreement employees in safety-sensitive and field positions. Because many employees interact with customers, vendors, and the general public, attire should balance professionalism with safety and comfort. These guidelines help protect employees and maintain a professional work environment.

Clothing Standards

- Clothing must be clean and appropriate for the work environment.
- Clothing must be free of holes, tears, or excessive wear.
- Shirts must have sleeves. Tank tops, muscle shirts, and other similarly styled shirts are not permitted.
- All clothing and footwear must be suitable to allow for the safe performance of duties.
- Most employees work outdoors. Clothing should be practical and suitable for outdoor work conditions.
- Clothing with inappropriate, offensive, or suggestive language, images, or symbols is strictly prohibited.
- Clothing with large lettering, slogans, advertisements, oversized graphics, bold images, or disruptive content that may distract other employees from their duties is not permitted.
- Small logos are acceptable if they are non-offensive in nature.

Safety-Sensitive Duties and compliance with Safety/PPE Requirements

- Clothing and accessories must not interfere with, or distract from, the safe performance of job duties.
- Loose or dangling items that pose a safety hazard are not allowed.
- Safety-sensitive employees must adhere to all safety and personal protective equipment (PPE) requirements established by their department.
- All personal protective equipment (PPE) must be approved by the Safety Department and adhere to company and departmental rules.

Any questions regarding what may or may not be worn should be directed to your department head or to the Safety Department.