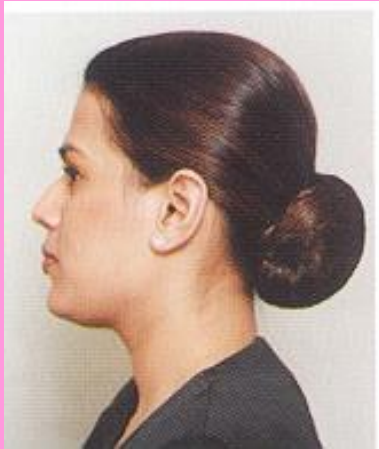


Grooming Standards



HAIR

SHORT

Trimmed regularly

SHOULDER LENGTH

Trimmed regularly.

Neatly pinned to keep away from face.

Grooming Standards



HAIR

**LONGER THAN SHOULDER
LENGTH**

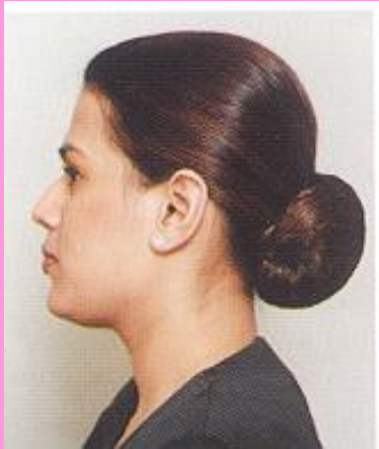
Cut to even length

Straight

Tied up at the centre of the nape.

Bun secured at the back of the head
or above the nape with a black net.

Grooming Standards



HAIR

Always neatly combed, in place.

Do not use coloured/plastic bands.

Clean, non greasy, free of oil and dandruff.

Ponytail, braid not longer than 9"

No streaking, No gel.

Keep permed/curly hair neat & restrained.

Grooming Standards



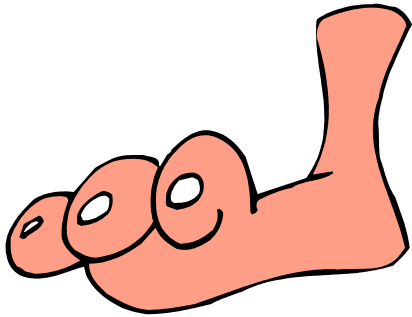
FINGER NAILS

Well Maintained and clean.

- Neatly cut, shaped & clean.
- No excessively long nails.
- Only light & neutral coloured nail polish.

Cover entire nails,
with no gaps or
cracks.

Grooming Standards



TOE NAILS

Well Maintained and clean.

- Nail Polish should match finger nail polish.
- Not cracked.

Grooming Standards

OTHER JEWELLERY

Earrings

Only one set of earrings

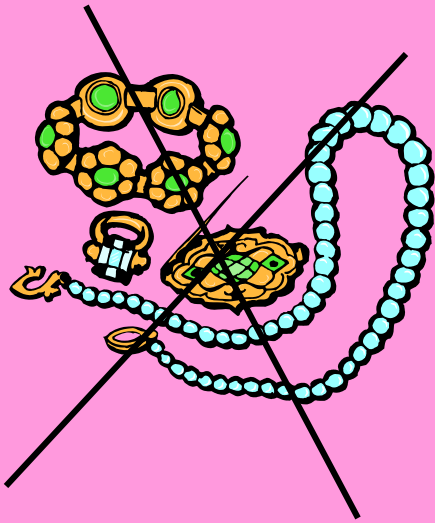
Not dangling or flashy or large.

Bangles

Two thin bangles, gold or silver.



Grooming Standards



OTHER JEWELLERY

Chain

One, thin, gold or silver chain.

Nose stud

Only a small nose stud.

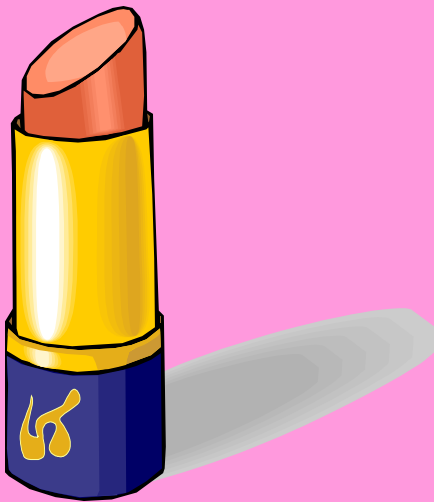
Grooming Standards



FOOTWEAR

- Closed shoes or sandals,
- well polished & in good repair,
- black leather,
- minimum 1/2" heel,
- no flat shoes.

Grooming Standards



MAKE UP

Simple and basic

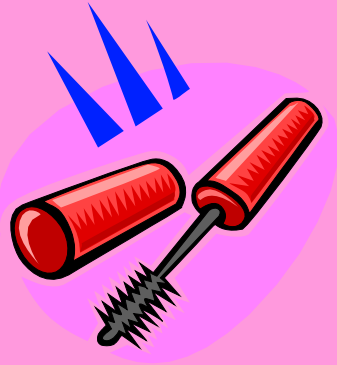
Foundation

Use foundation to avoid oily look

Lipstick

Matte finish, sober, match uniform colour

Grooming Standards



MAKE UP

Simple and basic

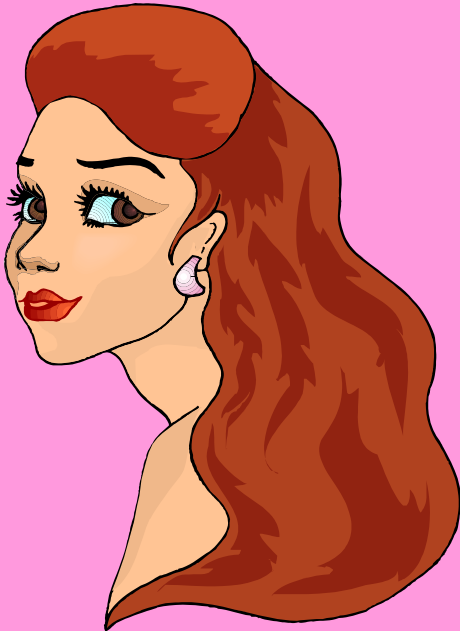
Eye Shadow

Subtle & not excessive

Eyeliner

Thin, straight, applied neatly.

Grooming Standards



MAKE UP

Simple and basic

Bindis

Small, round or tear shaped.

Single shade of sober colour that matches uniform colour.

Grooming Standards



UNIFORM

Immaculate, smooth, clean, no creases or stains.

Sarees

Pinned neatly, pins not visible

.

Grooming Standards



UNIFORM

Blouses

High neck & back,
sleeves up to elbows.

Stockings

Should not have ladders, tears or
holes.

Grooming Standards



UNIFORM

Pens, keys, pagers

Not visible.

Nametags

Should be shining,

Prominently displayed.