POLICY STATEMENT:

Department policy is to present a positive appearance and attitude to our community. Grooming standards ensure a neat and well-groomed appearance. A professional appearance is essential to an effective organization. Grooming standards also enhance individual safety by allowing Personal Protective Equipment to be used effectively.

GENERAL:

These are the minimum acceptable standards for all operational and support personnel who wear a Department uniform. There are many hair styles which are acceptable in the Department. Hair style and length will conform to the grooming standards below.

ALL PERSONNEL

Hair should be neat, clean, trimmed, and present a groomed appearance. Hair length, style, or general appearance which creates an unprofessional or unkempt appearance is not acceptable. Hair should not interfere with the proper operation of safety equipment, or the proper wearing of Department approved headgear. Hair is to be natural in color, with no stripes or other artwork dyed or bleached into it.

When combed or styled, the hair in its natural fall shall not extend below the ear lobe on the side, nor below the midpoint of the collar in the back. Hair should be maintained in such a manner that it will not extend below the top point of the eyebrow when combed or styled. All hair styles when combed or styled shall not extend outward more than 2” from the scalp when in its natural fall.

If a wig is worn, it will conform to the standard haircut criteria.

TATTOOS, BRANDING, SCARIFICATION, BODY IMPLANTS

Employees shall not display any tattoos, branding, scarification, dermal punching, or body implants while in the work uniform. For purposes of this regulation, body implants means objects inserted beneath the skin of the hands, arms, head, face, neck, upper chest, or ears resulting in a visible protrusion of the skin outlining the object.

Exception: Employees hired prior to September 18, 2007 are permitted to display pre-existing tattoos. No tattooing added after this date is to be exposed.

Any visible tattoos, brandings, scarification, or implants, will be covered by wearing an approved uniform, appropriate non-uniform clothing, or a neutral skin patch or bandage (e.g. ace bandage or Band-Aid) that covers the tattoos, brandings, scarification, or implants. Facial tattoos whether covered or not are prohibited.