



FIRE PROTECTION DISTRICT

Grooming Guidelines

(Per Uniform Policy 1-026)

All personnel are expected to observe good habits of grooming, neatness and personal hygiene. Personnel must maintain a high standard of dress and personal appearance in order to accomplish the objectives of maintaining personal safety and projecting a professional public image consistent with our mission statement.

1. Standards for Males

- a. Hair shall be neat, clean, trimmed and present a well-groomed appearance.
- b. Extreme hairstyles or pony tails are not permitted.
- c. Hair may be any color that naturally occurs in human hair. Any stripes or spots, excluding any natural occurrence, shall not be permitted.
- d. Hair shall be worn so that it does not extend below the bottom of the uniform shirt collar standing with the head erect.
- e. Hair may be combed over the ears, but shall not extend below the bottom of the ear or more than two inches in front of the ear.
- f. Hair that is styled or combed forward shall not extend below the eyebrows.
- g. The maximum depth from the scalp shall not exceed one and one-half inches.
- h. Hair shall meet the specified grooming standards without having to be mechanically restrained.
- i. In no event shall the length of hair or style impede upon the proper wearing of the uniform hat and/or safety gear including helmet and self-contained breathing apparatus mask.

2. Facial Hair

- a. Personnel shall be clean shaven when reporting for duty or representing the District.
- b. Sideburns must be neatly trimmed and tapered in the same manner as the haircut. Sideburns shall not extend below the bottom of the ear lobe, width shall be even (not flared) and shall end with a clean shaven horizontal line.
- c. Mustaches may be trimmed in a traditional firefighter style, but not to interfere with the wearing of self-contained breathing apparatus mask. Mustaches may not exceed below the jaw-line.
- d. Beards and goatees of any type are specifically prohibited.

3. Standards for Females

- a. Hair shall be neat, clean, and present a well-groomed appearance.
- b. Extreme hairstyles and hair nets are not permitted.
- c. Hair may be any color that naturally occurs in human hair. Any stripes or spots, excluding any natural occurrence, shall not be permitted.
- d. For safety personnel, hair shall be worn so that it does not extend below the bottom of the uniform shirt collar standing with the head erect.
- e. In order to conform to these standards, female employees may wear their hair tight against the back of their head. Only pins, combs, or barrettes that are similar in color to the individual's hair color may be worn.
- f. If hair must be secured (mechanically restrained) to meet these requirements, the device or method used must not interfere with the safe and proper use of helmets, face pieces or other required safety equipment. It must remain restrained under all conditions of work or activity.



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- g. In no event shall the length of hair or style impede upon the proper wearing of the uniform hat and/or safety gear including helmet and self-contained breathing apparatus mask.
- h. For uniformed, non-safety personnel, hair must be properly restrained for its length and job assignment. For safety purposes, hair that is longer than shoulder length must be worn up. If activated for an incident, hair shall be secured as described above in "d" through "g" prior to responding and for the duration of the assignment.
- i. Cosmetics are permitted if they are of a conservative color and amount.
- j. A single earring only may be worn in each lobe when in any Class A or B uniform, provided it is of a "stud" or "small hoop" style.

4. Fingernails

- a. Fingernails are to be kept clean and, for safety reasons, shall be no longer than one-eighth (1/8) of an inch beyond the tip of the finger. If nail polish is worn, it shall be clear, without pigment. ("French Manicure" style of nails/polish is acceptable.)

5. Jewelry

- a. Wearing wrist watches and identification bracelets is permitted if the configurations of the article will not interfere with the use of gloves and turnouts, and is not subject to catching or snagging.
- b. Necklaces, crosses, pendants and medallions shall not be worn exposed while on duty. Such items may be worn beneath work shirts.
- c. Rings are permitted if the configuration is not overly large or ornate and will not subject the individual to potential injury. Rings which interfere with the quick donning of safety equipment are not permitted.

6. Piercing

For the purpose of this policy, piercing is the act of creating a hole in any part of the body for the purpose of creating a design, form, or figure of art.

- a. All facial piercing such as nose piercing, tongue piercing, eyebrow piercing, lip piercing, or any other facial piercing jewelry is prohibited, as these are distracting.
- b. Plug earrings (earrings designed to stretch one's earlobes by enlarging the piercing) are not permitted.

7. Body Art

For purpose of this policy, body art is considered to include, but is not limited to, tattoos, scarification and branding.

- a. Tattoo – The act or practice of marking the skin with indelible designs, forms, figures, art, etc. by making punctures in the skin and inserting pigment.
- b. Scarification – The act of intentional cutting of the skin for the purpose of creating a design, form, or figure of art.
- c. Branding – The act of intentional burning of the skin for the purpose of creating a design, form, or figure of art.
- d. Offensive body art – Body art that is obscene, sexually explicit, discriminatory to sex, race, religion, or national origin, extremist, and/or gang related. Offensive body art shall not be visible at any time while on District property or while performing duties associated with the Fire District.



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- e. Body art shall not be displayed by District personnel while on duty. "Displayed" does not include body art being visible while changing clothes or showering that would not be visible as described in subsections f, g and h below.
- f. Body art must be completely covered by the District uniform or District approved business attire. Body art shall not be visible by District personnel in the standing position with arms at their side while wearing the class "B" Field Uniform.
- g. Body art shall not be visible while wearing the physical fitness uniform where the public is or may be present (ie. exercising at the park). In those instances, the employee shall wear the district approved sweatpants or other approved skin patch. A skin patch is any patch or bandage of a neutral tone such as an Ace bandage or Band-aid.
- h. For employees hired after January 1, 2013 body art is prohibited to the extent that it is not covered by District uniform or District approved business attire. Employees who violate this prohibition will be subject to discipline up to and including termination. This prohibition is intended to protect the safety and wellbeing of the employee by eliminating the need for use of skin patch(es) under conditions of extreme heat and duress, and to maintain public confidence which could be eroded by concerns that may be created by the observances of skin patch(es).
- i. Exceptions: District personnel employed with the District on or before the January 1, 2013 are exempt from the "Body Art" prohibitions in this policy for any existing body art that is not "offensive" as defined above. Employees qualifying for this exemption must submit in writing to the Fire Chief photographs documenting the body art for which they are exempt. For body art in private areas of the body, that would not normally be displayed as described in subsections f, g and h above, no documentation shall be required. There shall be no exemptions for body art that is offensive in nature that would be displayed as described in subsections f, g and h above.