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## **Purpose**

Proper grooming in a uniform nature helps to indicate the presence of a professional police department to the public. Personal deviations from a uniform appearance detract from this confidence. This policy sets forth guidelines governing the grooming and hygiene expected of Bemidji Police Officers.

## **Policy**

It is the policy of the Bemidji Police Department that every employee adhere to good grooming and personal hygiene practices.

## **Procedure**

Unless otherwise stated and because deviations from these standards could present officer health safety issues, the following appearance standards shall apply to all employees, except those whose current assignment would deem them not appropriate, and where the chief has granted exception.

### **I. Body**

- a. All personnel, uniformed or plain clothes, should be neat, clean, and in compliance with policy.
- b. Instance of excessive body odor, perfume, cologne will be addressed.

### **II. Hair**

- a. Hair must be neat, clean, trimmed, and present a well-groomed appearance.
- b. Hair may not hang over the face or be style in an extreme or messy fashion.
- c. Hair must not interfere with wearing the uniform hat, helmet or gas mask.
- d. Hair may only be colored with natural tones such as; black, brown, red or blonde.

### **III. Facial Hair**

- a. Facial hair other than sideburns and mustaches shall not be worn, unless authorized by the chief or designee.
  - i. Mustaches – Mustaches must be well-groomed and neatly trimmed to a length of ½ inch and may not extend more than one-half inch below the corners of the mouth; otherwise, the face shall be cleanly shaved.
  - ii. Sideburns - sideburns will be neatly and evenly trimmed on each side of the face, not extending below the ear lobes.
  - iii. Beard and goatee – Sworn personnel are permitted to have a clean, well-groomed, and neatly trimmed beard or goatee. Facial hair must be a minimum of 1/4 inch but may not exceed 3/4 inch in length. Facial hair is not permitted below the Adam's apple and all beards or goatees must include a mustache. Patchy or spotty clumps of facial hair are not

considered beards and therefore are not acceptable. Personnel issued a gas mask or respirator are responsible for ensuring that a proper and effective seal can be made with their equipment and must pass a fit test. The Chief and/or their designee shall have final say on whether facial hair is in compliance with these standards.

1. Designs or coloring may not be added to facial hair.

#### **IV. Fingernails**

- a. Fingernails extending beyond the tip of the finger can pose a safety hazard to officers or others. For this reason, fingernails shall be trimmed so that no point of the nail extends beyond the tip.

#### **V. Tattoos**

- a. Officers are prohibited from having any tattoos that are visible on the neck when wearing either the long or short-sleeved uniform shirt or anywhere on the face.
- b. Officers are prohibited from having any visible tattoos that are profane, obscene, derogatory, or depict violence.

#### **VI. Body Piercing or Alteration**

- a. Body piercing or alteration to any area of the body that is visible in any authorized uniform or attire, and is a deviation from normal anatomical features and that is not medically required is prohibited. Such body alteration includes, but is not limited to:
  - i. Tongue splitting or piercing.
  - ii. The complete or transdermal implantation of any material other than hair.
  - iii. Abnormal shaping of the ears, eyes, nose or teeth.
  - iv. Branding or scarification.
  - v. Facial piercing such as, but not limited to, eyebrow, nose, lip or cheek.

#### **VII. Jewelry and Accessories**

- a. Officers are limited to the quantity of jewelry worn on the job to minimize the risk of injury.
  - i. Earrings – Officers are limited to one pair of post or stud earrings. Dangling or hooped earring are not permitted.
  - ii. Necklaces - may be worn around the neck, provided the item is concealed by either the uniform shirt or an undershirt. These items should be worn under the shirt and on the outside of the concealed body armor.
  - iii. Rings – Officers are limited to three rings. Rings may not attach to a bracelet worn around the wrist.

#### **Reference or Revision Date(s):**

##### **A. REVISION DATE(S): 04/01/2022**

- a. Beard and Goatee language amended. Reference Duluth PD policy.