



# MANAGEMENT POLICY

**POLICY NUMBER:**  
102.06

**SUBJECT:**

Personal Appearance

**EFFECTIVE DATE:**  
June 22, 2009  
**REVISED DATE:**

**I. Purpose**

This procedure identifies the standard grooming regulations of the Rio Verde Fire District.

**II. Scope**

This policy applies to all District employees including administrative, full time shift personnel, reserves, and resource staff.

**III. Policy**

It is the policy of the District to assist in the provision of appropriate grooming for employees, and to set a standard for acceptable appearance.

**IV. Procedure**

Grooming shall be consistent with the mission of the District and shall be such that it will instill confidence in the community. All employees shall adhere to good personal hygiene practices, including neat and clean appearance, well-groomed hair, proper attention to oral hygiene, absence of offensive body odors, and attire that is according to the guidelines for their positions.

**I. Hairstyles**

A. Hairstyles that are acceptable must be appropriate for the profession. The employees hair must be kept clean and groomed to present a professional appearance under all reasonable conditions. It should not have an unruly or unkempt appearance; the acceptability of the style will be judged by the following criteria which are not permitted.

B. Radical hairstyle of any kind (such as Mohawks) are not permitted

C. Exotic coloring of hair is prohibited

**II. Facial hair**

A. Facial hair shall be neatly trimmed, shall not extend more than one-half inch below the line level with the bottom of the ear, and shall not interfere with the seal of the face mask used with the SCBA equipment for shift personnel.

B. Beards of any type shall not be worn.

C. Mustaches shall not be of such length that they extend more than one inch below the corner of the lip or interfere with the SCBA equipment.

**III. Jewelry**

A. It is strongly recommended, for safety purposes, shift personnel not wear jewelry while on duty.

1. If a suppression employee chooses to wear a wedding ring, it is highly suggested it be modified to break away when snagged. Any ring that interferes with required safety protective equipment shall not be worn.
  2. Necklaces or chains normally worn around the neck are permitted as long as they are worn inside the clothing.
  3. Popular jewelry styles that may have the potential for creating a safety hazard for the wearer while doing their assigned duties shall not be worn.
- B. Body Piercing
1. No visible body piercing jewelry is acceptable while on duty or in uniform.
- C. Tattoos
1. Tattoos that are on visible body areas of an individual shall not be sexually explicit, immoral, or express radical social statements. If you are not sure of the acceptability of a potential tattoo, check with your supervisor regarding the intent of this policy prior to the permanent artwork. Any offensive tattoos need to be covered while on duty. It will be at the employees cost to procure any additional uniforms required to cover the tattoo if the employee uniform allocation has been utilized.