

# JACKSONVILLE POLICE DEPARTMENT

## UNIFORMS / GROOMING

Policy: 5-9

Effective: 01-01-09

Revised: 07-17-20

**PURPOSE:** To establish policy regarding uniforms and grooming.

**POLICY:** All officers and employees of this Department will present a neat and clean appearance and image to the general public.

### **PROCEDURES:**

#### I. GROOMING

- A. Employees will keep their persons clean and sanitary.
- B. Facial Hair: Employees will be permitted to wear goatees or beards that are maintained at a length and pattern so as not to detract from the officer's professional appearance.
  1. Beards must be trimmed above and below and shall not be permitted below the Adam's apple or on the neck. The bulk of the beard (distance that the mass of facial hair protrudes from the skin of the face) shall not exceed one-half (1/2) inch. The length of the individual facial hair shall be limited to three quarters (3/4) of an inch. The mustache will be trimmed in a manner as not to conceal any portion of the top lip.
  2. Full and partial beards are authorized; but patchy, spotty clumps of facial hair are not considered beards and, as such, are not permitted. The immediate supervisor will have the authority to deem an employee's facial hair appropriate.
  3. If only a mustache is worn, the lowest point of the mustache will be no lower than the lowest point of the top lip and it will be trimmed in a manner as not to conceal any portion of the top lip.
  4. Sworn personnel working in undercover assignments, or specialized assignments requiring facial hair not otherwise authorized by this policy, shall be exempt from these restrictions at the discretion of the Division Commander, and the Chief of Police.
- C. Hairstyles:
  1. Both uniformed and non-uniformed employees' hair will be neat and clean in appearance at all times and present a professional appearance.
  2. No hairstyle will contain any shaved designs (i.e. hair graffiti).
  3. Males
    - a. The back will be neatly tapered, rounded or squared and may only extend down to the top of the collar.
    - b. Length of hair in front will not fall lower than one-half inch (1/2") above the tops of the eyebrows. Length of the bulk of the hair on the sides will not extend lower than the top of the ear. However, the sideburns may extend downward to the bottom of the lowest part of the ear, but not below.
    - c. Sideburns will not be flared or any wider at the bottom than their natural width at the top.
  4. Females
    - a. While in uniform, officers' hairstyle shall not extend below the bottom of the collar.
    - b. Conspicuous pins, barrettes, and combs are not authorized.