

State of Utah  DEPARTMENT OF NATURAL RESOURCES  POLICIES AND PROCEDURES	REF. NR-04-C-21	PAGE 1 of 4
	EFFECTIVE DATE: 04-01-2004	
	REVISION DATE: 07-03-2012	
SUBJECT: Grooming Standards Policy		
Michael R. Styler, Executive Director		

I. PURPOSE

To insure that the appearance and hygiene of Department law enforcement officers meet the highest standard of professionalism as well as insuring the safety of those officers.

II. POLICY

Law Enforcement officers employed by the Department of Natural Resources shall be professional in appearance at all times. Acceptable hygiene is required when on duty. Approved clothing is required when on duty. Exceptions may be implemented when specific job assignments are conducted.

III. PERSONAL HYGIENE

Personal hygiene shall be practiced so that skin, teeth, hair and fingernails are clean and presentable, including being free of offensive odors.

IV. PERSONAL APPEARANCE

Officers shall be clean and neat in their appearance. Specifically, uniform should be in good repair, conforming to division policies, being pressed and clean at all times.

All clothing shall be in good condition. Tattered, patched and excessively faded or thread bare items shall not be worn. Likewise, footwear shall be appropriately polished and or maintained. Uniform leather shall be maintained and equipment shall be clean and in good repair.

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V. HAIR LENGTH

Hair length shall be maintained in a neat, well groomed and safe manner at all times.

A. All female officers shall maintain their hair as follows:

1. Hair shall be trimmed or styled so that it is no longer than shoulder blade length; extreme style trends shall be avoided.
2. Hair, which is styled or combed forward, will be no lower on the forehead than the high point of the eyebrows.
3. In no case will the style or length of the hair interfere with the proper wearing of any required uniform headgear.
4. Conservative hair clips or pins may be worn.

B. All male officers shall maintain their hair as follows:

1. Hair shall be trimmed at all times so that it does not hang below the uniform shirt collar when standing in an erect position, extreme style trends shall be avoided.
2. Hair, which is styled or combed forward, will be no lower on the forehead than the high point of the eyebrows.
3. Hair may be styled neatly over the ears, but in no case will the style or length of the hair interfere with the proper wearing of any required uniform headgear.
4. Wearing of hair in braids, buns or ponytails are prohibited.

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VI. FACIAL HAIR

Officers shall report at the start of each duty shift clean-shaven. However, the wearing of a moustache is acceptable as described below.

A. Moustaches may be worn as follows:

1. Hair shall be clean and trimmed at all time so as to present a groomed appearance; and
2. Hair shall not exceed one inch in length or be below the corner of the mouth.

VII. COSMETICS

A. Female officers may wear cosmetics accordingly as described below:

1. Cosmetics shall be subdued and blended to match natural skin color; and
2. False eyelashes are prohibited.

VIII. JEWELRY

A. While on duty extremes in jewelry adornment is discouraged and jewelry shall only be worn as authorized below:

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1. Female officers may wear conservative earrings for pierced ears; however, extremely large, dangling, loop-type earrings are prohibited.
2. Male offices are prohibited from wearing earrings.
3. Necklaces worn exposed are prohibited.
4. Bracelets, except for medical alert purposed are prohibited.
5. Discretion should be used in wearing of rings to enhance the uniform image and safety.

IX. TATTOOS AND BODY PIERCING

- A. Tattoos and body piercing, with exception of pierced ears as listed that are visible to the public while wearing a division uniform are prohibited.

X. EXEMPTION

- A. Officers may be excused from the requirements of this section to perform special duties as needed.