

ADMINISTRATIVE POLICY



11115
(12-17-13)

GROOMING AND APPEARANCE

- 11115.1 Purpose:
To describe the grooming and appearance standards of the Ventura County Fire Protection District. These standards are designed to project a professional image to the citizens of the District, and to provide a measurable safety standard. Ventura County Fire Protection District employees shall be neat and clean while on duty, unless the nature of the assignment requires otherwise.
- 11115.2 Scope:
This policy applies to all personnel.
- 11115.3 Policy:
- 11115.3.1 All supervisors are responsible to ensure that personnel under their direction abide by the grooming and appearance standards set forth in this policy.
- 11115.3.2 Any variation to this policy will be reviewed and approved by the County Fire Chief.
- 11115.4** Procedure:
Grooming requirements for VCPFA-represented personnel, Chief Officers, Fire Control Workers are as follows:
- 11115.4.1 Hair:
- 11115.4.1.1 Hair shall have a groomed appearance and shall not be altered in an unnatural color or have stripes or other artwork dyed, bleached, or shaved into it.
- 11115.4.1.2 Hair shall not be of any length, style, or cut as to hinder vision, use of breathing apparatus, or other safety equipment.

11115.4.1.3 Hair shall not extend below the bottom of the collar on the work uniform shirt. Binding of hair to meet the intent of this section is permissible, provided that this binding remains firmly in place during all emergency operations. Personnel assigned to staff assignments are exempt from the requirement to bind the hair when not involved in hazardous duties.

11115.4.2 Beards or Goatees:
Beards or goatees of any type are not permissible.

11115.4.3 Mustaches and Sideburns:
Mustaches and sideburns are permissible with the following limitations:

11115.4.3.1 Mustaches and sideburns shall present a groomed appearance.

11115.4.3.2 Mustaches and sideburns will not be permitted to cause a safety problem with SCBA or EMS equipment use. No other facial hair is permitted.

11115.4.4 Jewelry:

11115.4.4.1 Jewelry shall not be of any configuration as to constitute a safety hazard.

11115.4.4.2 Only one earring stud is permitted in each ear. No other types are permitted.

11115.4.4.3 No other facial jewelry is permitted (nose rings, tongue rings, gauges, etc.).

11115.4.5 Tattoos, Branding, Scarification, Body Implants:

11115.4.5.1 Employees shall not display any tattoos, branding, scarification, dermal punching, or body implants while in the work uniform. For purposes of this regulation, body implants means object(s) inserted beneath the skin of the hands, arms, head, face, neck, upper chest, or ears resulting in a visible protrusion of the skin outlining the object.

11115.4.5.2 Exception: Employees hired prior to July 16, 2012, are permitted to display acceptable pre-existing tattoos. No tattooing added after the issue date of this policy (12-17-13) is to be exposed. Under no circumstances shall a tattoo be allowed to be visible if deemed offensive by the Fire Chief.

11115.4.5.3 Exception: A tattoo on the ring finger of the left hand signifying a wedding ring is acceptable.

11115.4.5.4 Any visible tattoos, brandings, scarification, or implants, will be covered by wearing an approved uniform, appropriate non-uniform clothing, or a neutral skin patch or bandage (e.g., ace bandage or Band-Aid) that covers the tattoos, brandings, scarification, or implants. Facial tattoos and any tattoos above the collar, whether covered or not, are prohibited.

11115.4.5.5 Any article of clothing worn for the purpose of covering a tattoo may be removed when engaged in firefighting to ensure the covering does not exacerbate heat illness or reduce the protective nature of District-issued PPE.

11115.4.6 Fingernails:
Fingernails shall be maintained in a length so as not to create a safety hazard.

11115.5** Grooming Requirements for All Other Personnel:

11115.5.1 Hair:
Hair shall have a groomed appearance and not to be altered in an unnatural color. Hair shall not be maintained as to constitute a safety hazard.

11115.5.2 Beards and Goatees:
Beards and goatees shall be maintained in a groomed appearance.

11115.5.3 Mustaches and Sideburns:
Mustaches and sideburns shall be maintained in a groomed appearance.

11115.5.4 Jewelry:
Jewelry shall not be of any configuration as to constitute a safety hazard. Earrings are permitted; however, no other facial jewelry is permitted to be worn (nose rings, tongue rings, gauges, etc.) while on duty.

11115.5.5 Tattoos:
Tattoos shall not be allowed to be visible if the tattoo is deemed offensive by the Fire Chief. Facial tattoos, and any tattoos, brandings, scarification, or implants located above the collar, whether covered or not, are prohibited.