



Standard Operating Guideline	
SOG Name:	Personnel Appearance Standards
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Standard:	TBD
Guideline Owner:	Administration
Implementation Date:	June 6, 2017
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Authority:	Larry H. Williams, Jr, Fire Chief

PURPOSE: The purpose of this guideline is to establish personal grooming standards which will ensure a neat and professional appearance at all times. A sharp personal appearance commands the respect of the public and serves to nurture public trust, support, and cooperation.

A. HAIR

SECTION 1

Hair shall be neat, clean, trimmed, well groomed, and of a natural color.

SECTION 2

The style shall not interfere with the normal wearing of headgear required in the performance of duty. All hair shall be worn under the protective clothing and shall not interfere with a SCBA face piece or spider strap. The dress hat shall be able to remain on the head without the hair forcing the hat up.

SECTION 3

Hair length shall be trimmed off the ear and not extend below the top of the dress shirt collar for male personnel. Hair protruding from the back or sides of the head shall be kept to a minimum by whatever means are necessary.

SECTION 4

Female personnel will keep their hair arranged in such a way so it does not extend past the top of the dress shirt collar. Non-decorative, inconspicuous bobby pins, barrettes, clips, or hair bands may be used to meet this standard.

SECTION 5

A French braid, tight to the back of the head and meeting the standards set in Section 4, will be the only braid allowed.

SECTION 6

Hairpieces and wigs shall fit well, be natural in appearance, not interfere with the performance of duty, and conform to the grooming standards set forth in this guideline.

B. SIDEBURNS**SECTION 1**

The length shall be no longer than the middle of the ear.

SECTION 2

Sideburns will be kept clean, neat, and trimmed at all times.

C. FACIAL HAIR**SECTION 1**

Mustaches shall be neatly trimmed at all times.

SECTION 2

Mustaches shall not extend over the top of the upper lip, nor shall they extend more than 1/2 inch beyond or below the corners of the mouth.

SECTION 3

Full beards, goatees, or other growths of hair below the lower lip, on the chin, or lower jawbone are prohibited.

SECTION 4

Except for areas of facial growth permitted by this policy, all members shall be clean-shaven.

D. JEWELRY**SECTION 1**

Only one ring per hand is authorized. Wedding ring sets shall be considered one ring.

SECTION 2

Only one wristwatch may be worn on the wrist.

SECTION 3

Only one wristband (Examples: Cancer Awareness, Power Balance, Everyone Goes Home, etc.) may be worn while on duty.

SECTION 4

No other jewelry can be worn while on duty.

E. UNIFORMS**SECTION 1**

Uniforms must be neat and clean at all times and personnel will appear well groomed.

SECTION 2

No member shall wear T-shirts imprinted with inappropriate messages on fire department property.

SECTION 3

The uniform shall only be worn as a complete set. Civilian clothes shall not be mixed with the uniform.

SECTION 4

The uniform shall only be worn enroute to duty, while on duty, returning home from duty and when authorized for special occasions.

(Signature On File)

Larry H. Williams, Jr.

Fire Chief

DOTHAN FIRE DEPARTMENT