

Medina Police Department

Subject: Personal Appearance		Policy Number: 1040	Personal Appearance 1040
Reference: Chief's Directive		Pages: 1	
Personnel: Sworn and Non-Sworn Personnel			
Issue Date: 01-01-2004	Revised Date: 11-16-2020	Review Date: As Needed	

1040.1 - GENERAL HISTORY

All members of the department are visible representatives of the City and its police department. During duty hours, uniforms and civilian clothing are to be neat and clean in appearance, and officers and employees of the department should be well groomed, unless otherwise authorized by their supervisor when their duty assignments or duties permit a departure from these requirements.

1040.2 – SPECIFICATIONS

Officers shall conform to the following additional standards of appearance:

- A. Hair shall be neat, clean, and present a groomed appearance. Hair will not extend more than two inches beyond the bottom of the shirt collar at the center of the back or interfere with the wearing of a uniform hat. The acceptability of an officer's hairstyle will be based upon the criteria in this paragraph and not upon the style in which officers choose to wear their hair.
- B. If an individual chooses to wear sideburns, they will be neatly trimmed and tapered in the same manner as the haircut. Sideburns will be evenly trimmed on each side of the face, not to extend below the earlobe.
- C. Officers may wear mustaches that are maintained in a neat, clean manner presenting a groomed appearance and that do not interfere with the wearing of necessary police equipment or expose the wearer to undue risk or hazard, or in any manner obstruct the display of a collar insignia. Facial hair shall not exceed one inch in length.
- D. Beards and Go-tees are not permitted unless otherwise authorized by their supervisor when their duty assignments or duties permit a departure from these requirements.
- E. Jewelry may be worn which does not present a hazard to the officer.
- F. While representing the Department in any official capacity, an employee may request to have a tattoo or body art visible with prior approval from the Chief of Police. All unsightly or offensive tattoos or body art must be covered at all times. Body piercing or alteration to any area of the body that could be visible to the public in any authorized uniform or attire and is a deviation from normal anatomical features (such as nose and tongue) and that is not medically required is prohibited with the exception of ear piercing.