

Personal Appearance Standards

1026.1 PURPOSE AND SCOPE

In order to project uniformity and neutrality, members shall maintain their personal hygiene and appearance to ensure a professional image appropriate for this department and for their assignment.

The procedures contained herein are intended to promote uniformity of the members of the Department by addressing specific grooming items. However, nothing herein shall limit the department's ability to address any other grooming or personal appearance issues that may be deemed improper for members of the Department.

1026.2 POLICY

It is the policy of the Euless Fire Department that all uniformed members meet required personal hygiene and grooming standards while on-duty or conducting official business.

1026.3 GROOMING STANDARDS

The following appearance standards shall apply to all members except those where the Fire Chief or the authorized designee has granted an exception.

1026.3.1 PERSONAL HYGIENE

All members must maintain proper personal hygiene. Examples of improper personal hygiene include but are not limited to dirty fingernails, bad breath, body odor, and dirty or unkempt hair. Any member who has a condition due to a protected category (e.g., race, physical disability) which affects any aspect of personal hygiene covered by this policy may qualify for an accommodation and should report any need for an accommodation to a supervisor or the Department of Human Resources.

1026.3.2 HAIR

The hairstyle of all members shall be neat in appearance.

Men

- a. Hair should be kept clean, well groomed and maintained at all times so as to not interfere with the proper wearing of the official departmental uniform cap, protective head gear, face piece and/or any other safety equipment.
- b. The length of the hair in the front will be groomed so that it does not fall below the band of properly worn headgear. The length of hair in the back shall not fall below the top of the buttoned shirt collar when the individual is in a standing position.
- c. The hair on the side of head shall not cover more than one-half of the ears.
- d. In no case is the bulk of the hair permitted to either interfere with the proper wearing of fire service headgear or is it permitted to interfere with and/or obstruct the view of employees in the performance of their official duties.
- e. Hair must be of a natural color and not distracting or extreme in appearance.

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- f. The back of the neck is to be clean and free of hair.

Women

- a. Hair should be kept clean, well groomed and maintained at all times so as to not interfere with the proper wearing of the official departmental uniform cap, protective head gear, face piece and/or any other safety equipment.
- b. The length of hair in the front will be groomed so that it does not fall below the band of properly worn headgear. The length of hair in the back shall be fashioned so that it does not fall below the top of the buttoned shirt collar when the individual is in a standing position.
- c. In no case is the bulk of the hair permitted to either interfere with the proper wearing of fire service headgear or is it permitted to interfere with and/or obstruct the view of employees in the performance of their official duties.
- d. Hair must be of a natural color and not distracting or extreme in appearance.
- e. Only pins, combs or barrettes (any type elastic hair bands) that are neutral in color may be worn.

1026.3.3 MUSTACHES

A short and neatly trimmed mustache may be worn. Mustaches shall not extend below 1 inch below the corners of the mouth or beyond the natural hairline of the upper lip. The mustache will not make contact with or interfere with the safe operation of the HEPA or SCBA face piece.

1026.3.4 SIDEBURNS

Sideburns shall not extend below the bottom of the ear and shall be trimmed and neat. They must be kept neat, trimmed and not interfere with the proper seal of the Self-contained Breathing Apparatus face piece and end in a clean-shaven horizontal line.

1026.3.5 BEARDS AND GOATEES

Beards, goatees, or any hair on the chin or near the bottom lip is prohibited.

1026.3.6 FACIAL HAIR

Facial hair other than sideburns, mustaches, and eyebrows shall not be worn, unless authorized by the Fire Chief or the authorized designee.

1026.3.7 COSMETICS

Members are permitted to wear cosmetics of conservative color and amount.

1026.3.8 FINGERNAILS

Fingernails extending beyond the tip of the finger can pose a safety hazard to members working in the field. For this reason, fingernails shall be trimmed so that no point of the nail extends beyond the tip of the finger.

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1026.3.9 JEWELRY AND ACCESSORIES

No jewelry or personal ornaments shall be worn by members on-duty on any part of the uniform or equipment, except those authorized within this manual. Members should be mindful of wearing jewelry that can become snagged or caught during performance of fire suppression duties.

- Necklaces or jewelry worn around the neck shall not be visible above the shirt collar.
- It is recommended that members refrain from wearing rings while assigned to suppression.

1026.4 TATTOOS

Visible tattoos are not permitted on the face, neck, head, or hands of any personnel. Visible modification and implants are prohibited. Tattoos, brands, or mutilations that are inappropriate, must be covered. Inappropriate marks may include but are not limited to marks that exhibit or advocate discrimination; marks that promote or express gang, supremacist, or extremist group affiliation; and marks that depict or promote drug use, sexually explicit acts, or other obscene material. All permissions or exceptions to this policy are the sole discretion of the Fire Chief.

1026.5 BODY PIERCING OR ALTERATION

Except for a single-stud pierced earring worn in the lobe of each ear, no body piercing shall be visible while any member is on-duty or representing the Department in any official capacity.

Alteration to any area of the body visible in any authorized uniform or attire that is a deviation from normal anatomical features and which is not medically required is prohibited. Such body alteration includes but is not limited to:

- (a) Tongue splitting or piercing.
- (b) The complete or trans-dermal implantation of any material other than hair replacement.
- (c) Abnormal shaping of the ears, eyes, nose, or teeth.
- (d) Branding or scarification.

1026.6 RELIGIOUS ACCOMMODATION

The religious beliefs and needs of department members should be reasonably accommodated. Requests for religious accommodation should generally be granted unless there is a compelling security or safety reason and denying the request is the least restrictive means available to ensure security or safety. The Fire Chief should be advised any time a request for religious accommodation is denied.

Those who request to wear headscarves, simple head coverings, certain hairstyles, or facial hair for religious reasons should generally be accommodated absent unusual circumstances.