

## **SPRINGFIELD FIRE DEPARTMENT POLICY – 3006**

### **SUBJECT: GROOMING STANDARDS**

**REVISED: 7/18/2011**

#### **REFERENCE:**

- Springfield Fire Department OG-3006

#### **POLICY:**

It is the Policy of the Springfield Fire Department to present a professional image and appearance to the citizens of Springfield while in the performance of our official duties. In order to maintain this professional image and appearance, restrictions will be placed on tattoos, body piercings, and body modifications.

#### **DEFINITIONS:**

##### **Inappropriate Tattoo –**

A tattoo is considered inappropriate if it depicts gang related images, racially inappropriate images, sexually suggestive or explicit images, is extremist or any tattoo that undermines the City of Springfield or the Springfield Fire Department in images or words. Any tattoo's of any kind on the face, neck or hands shall be considered inappropriate.

##### **Offensive Tattoo-**

A tattoo is considered offensive if it depicts, describes or refers to intolerance of, or discrimination against any race, color, preference, creed, religion, gender, national origin, sexual orientation or, it is commonly associated with any organization or group which advocates such intolerance or discrimination; or it brings discredit upon the City of Springfield or the Springfield Fire Department or violates a reasonable person's standard of decency or morality.

##### **Tattoo –**

Includes any tattoo, scar, branding, mark, or other permanent or temporary body art or modification deliberately placed on the body for purposes of decoration, ornamentation, or adornment. The term tattoo shall not apply to medically necessary procedures or with written permission from the Fire Chief or his designee, cosmetic procedures such as permanent eyeliner or lipstick.

##### **Visible tattoo –**

Any tattoo that is visible if the member were wearing the standard short sleeve fire department uniform shirt.

#### **RESPONSIBILITIES:**

Any member discovered to be in violation of this policy will be subject to disciplinary action up to and including TERMINATION.

Effective September 1, 2011, no person shall be hired who has any visible inappropriate or offensive tattoo(s).

Effective September 1, 2011, current members shall declare all current tattoo's and are prohibited from acquiring any additional visible tattoo(s).

Members who currently have an inappropriate or offensive visible tattoo(s) will be required to have the tattoo covered at all times while functioning in any official capacity. Any covering will need the approval of the Fire Chief or his designee.

Members who have a tattoo(s) on their legs will be precluded from an assignment that requires wearing departmentally issued shorts unless said tattoo is covered with an appropriate body colored bandage. Said bandage and its application must

be viewed and approved by the commanding officer of the members Division prior to assignment to that position.

No member may acquire a tattoo(s), whether covered or not, that is considered inappropriate or offensive, after effective date of this policy.

Members shall not wear any item of ornamentation in their nose, eyebrow, tongue or any other location of their body that is visible while functioning in an official capacity.

Ornamentation shall include body piercing jewelry, intentional body mutilation or scarring, or foreign objects inserted in/under the skin.

The use of gold, platinum, or other veneers or caps for the purposes of ornamentation is prohibited. Teeth, whether natural, capped, or veneer, will not be ornamented with designs, jewels, initials, etc.

Intentional body mutilation, piercing, branding, or intentional scarring is prohibited. Examples of prohibited intentional mutilation include: split or forked tongues; foreign objects inserted under the skin to create a design or pattern; enlarged or stretched out holes in the ears (other than normal piercing); and intentional scarring that is visible.

Contact lenses, if worn on duty, shall be in a natural eye color. Red, orange, silver and other unnaturally colored contact lenses, or colors when worn that create an unnatural eye color, and contact lenses with graphic designs of any kind are prohibited.

All present and prospective members will be required to complete the attached Tattoo and Body Piercing Acknowledgement Form.

Any future tattoo(s) must meet the requirements prescribed within this policy.

**END OF POLICY 3006**