

PERSONAL APPEARANCE (SOP 50.18)

The following requirements have been adopted for Commissioned Officers of the Pennsylvania Game Commission in order to instill public respect and confidence in the officer and the agency.

These requirements apply to any officer appearing in public while in uniform or while engaged in any official duty, regardless of the appropriate dress for the occasion (i.e.: courtroom testimony, banquet, exhibit, etc.)

1. Hair Styles

Hair shall be cut/styled/dyed in a manner that would be appropriate for conservative business and professional dress. Hair which is dyed must be dyed a natural color.

a. Hair Styles – Male Officers

There are many hair styles which are acceptable for male officers, as long as the officer's hair is kept in a neat manner. The acceptability of the style will be judged by the following standards:

- 1) The top of the head will be neatly groomed. The length and/or bulk of the hair will not be excessive or present a ragged, unkempt, or extreme appearance. Hair will present a tapered appearance and, when combed, it will not fall over the ears or touch the collar except the closely cut hair at the back of the neck. In all cases, the bulk and length of the hair will not interfere with the normal wear of all issued headgear.
- 2) Sideburns will be neatly trimmed and the base will be a clean-shaven horizontal line. Sideburns will not extend downward beyond the middle of the earlobe and will be of an even width (not flared).
- 3) The face shall be clean-shaven. Mustaches may be worn at the option of the officer as long as they are neatly trimmed and not excessive in size. Any mustache extending over the lip, down the sides of the mouth, or of the handlebar style shall be considered excessive.

b. Hair Styles – Female Officers

There are many hair styles which are acceptable for female officers. The length and/or bulk of the hair will not be excessive or present a ragged, unkempt or extreme appearance. The officer's hair is to be kept in a neat manner, and should not interfere with normal wearing of all issued headgear.

c. Wigs or hairpieces may be worn only to cover natural baldness or physical disfigurement, and must conform to the previously stated haircut criteria.

2. Jewelry/Personal Adornments

Visible jewelry or personal adornments shall be of a conservative nature and may be displayed as follows:

a. Piercings

Exposed piercings of any kind are prohibited except as provided in section G.2.b regarding ear rings. This includes piercings of the tongue.

b. Earrings

- 1) Earrings shall not be worn while in uniform.
- 2) While in civilian attire, only female officers may wear earrings. Earrings shall be conservative and professional in appearance, and limited to one pair worn on the earlobes only.

c. Necklaces

Only female officers in civilian attire may wear visible necklaces that would be appropriate for conservative business and professional dress.

d. Bracelets

1) Officers in uniform may wear medic alert bracelets or other small bracelets which are snug fitting and do not interfere with the performance of law enforcement activities. One per wrist.

2) Officers in civilian attire may wear bracelets that would be appropriate for conservative business and professional dress, or as medically necessary.

e. Rings

Finger rings shall be limited to two conservative rings. A wedding ring and engagement ring worn together count as one. Rings shall not be excessive in size so as to extend beyond the first knuckle or cover parts of adjacent fingers.

1) While in civilian attire, officers shall restrict the size and number of rings worn to that which would be appropriate for conservative business and professional dress. The rings shall conform to the previously stated criteria.

2) Officers shall not wear rings on the trigger finger of either hand while on duty in any attire.

f. Conservative and functional wristwatches may be worn at any time.

g. Corrective lens, hearing aids, or any other device normally intended as a medical aid may be worn as long as the design would not hamper the officer when engaged in law enforcement activities. An officer who is medically prescribed to wear any temporary device may do so, however, the officer's director, or his designee, may limit the officer's involvement in commission activities during such time as the device is worn.

h. Dental ornamentation

Dental ornamentation, such as veneer, which is visible during normal contact with the officer, is prohibited. Non-ornamental veneer which is medically necessary and/ or of a natural color is acceptable.

3. Cosmetics

While on duty in any attire, cosmetics may be worn by female officers only in a manner which would be appropriate for conservative business and professional dress. An exception is for male officers, as necessary to cover scars or disfigurement and shall be kept to natural or subdued tones.

4. Fingernails

Fingernails shall be neatly trimmed, no longer than one eighth inch past the tips of the fingers, and free of any adornment. Fingernail polish may be worn only by female members, and shall be untinted while in uniform. While in civilian attire, color shall be a subdued shade, which would be appropriate for conservative business and professional dress.

5. Body Art

Body art shall be defined as any intentional, non-medical alteration of the skin or body tissues including but not limited to: tattoos, branding, scarring, mutilation, implants or coloring. Body art does not include natural tanning.

a. Body art which is excessive and/or offensive, or which could reasonably be expected to damage public respect or confidence in the officer or the agency, or discredit the image of uniformed officers or the agency is prohibited.

Examples of excessive include: on face, neck, head, or hands; covering a large surface area on any body part not normally covered by the current issued uniform.

b. Examples of offensive include: images or language that is violent, profane, vulgar, sexually explicit, sexist, anti-social, promotes hatred, prejudice or depicts/suggests illegal activity or is otherwise morally objectionable or demeaning.

- 1) Body art which is determined to be non-offensive, but covers a large surface area on the arms, must be covered by an approved uniform item.
- 2) The Executive Director or his designee(s) shall determine personal appearance which violates this policy.
- 3) No officer shall get additional body art which will be visible to the public without permission from the Executive Director or his designee(s).