

Greer Police Department

General Order 510.5 Grooming Standards

This order consists of the following numbered sections:

- I. POLICY
- II. GENERAL STANDARDS / ALL EMPLOYEES
- III. STANDARDS FOR MALE EMPLOYEES
- IV. STANDARDS FOR FEMALE EMPLOYEES
- V. EXCEPTIONS

By order of: *Matt Hamby*
Chief of Police

January 23, 2024
CALEA 22.1.6

I. POLICY

It is the policy of the Greer Police Department that its employees be well groomed, exercise good personal hygiene and present a professional appearance to maintain the public's trust and respect. Both the self-esteem generated in the individual and the respect commanded from the public they serve promote the excellent reputation of the Department. In addition, some standards are imposed for officer safety. For the purpose of this directive, uniformed officer includes any employee, sworn or non-sworn, who is issued a department uniform and is required to wear it on duty. This includes sworn police officers, reserve officers, detention officers, communicators and any other personnel that have been issued uniforms.

II. GENERAL STANDARDS / ALL EMPLOYEES

- A. Tattoos visible while on duty that are in poor taste or inflammatory to the public are not permitted
- B. Sunglasses worn on duty will be restricted to those with black, brown, silver, gold or tortoise shell frames and must have non-reflective lenses. When not being worn, sunglasses will not be carried suspended from the uniform shirt or jacket. Black or dark blue sunglass straps may be worn.
- C. Sworn employees in plain clothes may wear their side arm in an exposed manner provided they also wear their badge in a conspicuous fashion and have their Departmental ID available for inspection on request of the public. The side arm must be in an approved holster at the waist, or in a pouch designed for the carry of the sidearm. No shoulder holsters are permitted.
- D. All Department employees will carry a City or Departmental identification badge/card while on duty and will present it to any person requesting further identification of the employee.
- E. Employees attending training classes, staff or committee meetings, or other official meetings are considered to be on duty and will wear uniforms or clothing consistent with the image of the law enforcement professional and follow the standards set out in this policy. No firearms are to be worn while attending training classes, either at the Department's Training Center or at classes offered at other facilities. Any question pertaining to the proper attire, carrying of firearm for specialized training, for example, ERT or Range work may be answered by the Training Officer.
- F. Court appearances by any employee will be in professional business attire or uniform. Class E style clothing, i.e. polo shirts and casual pants are not permitted during a court appearance. Employees are prohibited from wearing Greer police uniforms or identifiers such as issued uniforms; polo shirts with police emblem or name; ID badges or Police badges while attending any Court as defendant or victim, or supporter of defendants or victims in an incident that occurred outside the jurisdiction of Greer or while off duty, unless authorized by the Chief of Police.
- G. The use of tobacco products is dictated by the City of Greer's Tobacco Use Policy.

III. STANDARDS FOR MALE EMPLOYEES

All male employees will conform to the following standards of appearance

A. Hair Styles.

1. Hair will be kept clean and neatly groomed. No unnatural hair color is permitted.
2. The length/bulk of the hair will not be excessive or present a ragged or extreme appearance. When combed, the hair may extend 1/4" below the top of the ears and may not touch the shirt collar in the back. An Afro hairstyle will be worn no more than 1½ inches thick at any point on the head.
3. In all cases, the bulk or length of hair shall not interfere with the normal wearing of Departmental headgear.
4. Sideburns will not extend below mid ear and will at no point be more than 1½ inches wide. Sideburns will not exceed ½ inch in bulk, will not flare, and will be trimmed horizontally across the bottom
5. Wigs or hairpieces may be worn as long as they conform to II, A.
6. Facial Hair
 - a. Beards are permitted but must meet the following standards:
 1. Any officer wishing to grow a beard must first inform his supervisor of the intent to do so. The growth of a beard will start on the day prior to an off weekend or other extended break from duty.
 2. The beard must be neat, well-trimmed, professional in appearance, and will be contiguous with the mustache.
 3. The growth of the beard will be no longer than 1/4 inch and no part of the beard may be exceptionally longer than the rest.
 4. The beard will be trimmed neatly along the neck, throat, and cheekbones unless a medical waiver is obtained.
 5. Beards shall not interfere with the proper fit of a respirator for those assigned.
 6. Lined, boxed, chinstrap, or other designer style beards are not permitted.
 7. Partially grown, patchy, or spotty beards are not permitted.
 8. Goatees are not permitted.
 9. Officers assigned to the DEU or otherwise performing duties in an undercover capacity where appropriate may be exempt from these guidelines at the discretion of the Chief of Police.
 - b. Supervisors are responsible for regularly inspecting their personnel and ensuring compliance with these standards.

- c. Mustaches are permissible provided they are neatly trimmed and do not extend more than 1/4 inch below or beyond the line of the individual's upper lip.

B. Jewelry

Employees are expected to realize that any jewelry worn while on duty may be damaged, lost or could cause injury to the officer. In order to maintain the professional image of the Department, jewelry must be worn in moderation so as not to draw undue attention to the officer and is subject to the following guidelines.

- 1. Earrings are prohibited for male employees.
- 2. Only one ring per hand is permitted. A wedding set is considered one ring. No toe rings are permitted.
- 3. No visible body piercing is permitted.
- 4. Wristwatches and medical alert or police memorial bracelets are permitted. Uniformed personnel are not permitted to wear other type bracelets for safety reasons. No ankle bracelets are permitted.
- 5. Male employees will wear no visible neck chains or necklaces.

- C. Male employees are prohibited from wearing cosmetics and fingernail polish. Length of nails shall not extend beyond 1/4" from tip of finger

- D. Clothing such as blue jeans, shorts, overalls, open shirts, and T-shirts are not permitted. Flip flops, tennis shoes and sandals are not permitted. Exceptions may be granted for wear while performing duties requiring more relaxed clothing and must be pre-approved by the Division Commander or the Chief of Police. Skin tight clothing is unacceptable.

IV. STANDARDS FOR FEMALE EMPLOYEES

All female employees will conform to the following standards of appearance

A. Hair Style

- 1. Hair will be kept clean and neatly groomed. No unnatural hair color is permitted.
- 2. Uniformed employee's hair shall be arranged so that it will not fall forward into or over the face so as to obstruct the officer's vision. The style shall not interfere with the normal wearing of Departmental headgear.
- 3. Wigs or hairpieces may be worn as long as they conform to II, A.

B. Jewelry

Employees are expected to realize that any jewelry worn while on duty may be damaged, lost or could cause injury to the officer. In order to maintain the professional image of the Department, jewelry must be worn in moderation so as not to draw undue attention to the officer and is subject to the following guidelines.

1. A single pair of earrings, centered on the earlobe, may be worn. Plain clothes and civilian employees may wear earrings that hang no more than two inches below the ear lobes.
 2. Uniformed employees must not wear earrings that hang below the ear lobes. Pierced earrings must have a small post. Hoop or pendant style earrings may not be worn. Earrings must be ball, disc or solitaire with the following restrictions.
 - a. Ball earrings may be gold, silver or white (pearl) in color and no larger than 6 mm.
 - b. Disc earrings may be gold or silver in color and no larger than 12 mm.
 - c. Solitaire earrings may be any gemstone or their facsimile and no larger than one half carat.
 3. Only one ring per hand is permitted, a wedding set is considered as one ring. No toe rings are permitted.
 4. No visible body piercing, besides ear lobes, is permitted.
 5. Wristwatches and medical alert and police memorial bracelets are permitted. Uniformed personnel are not permitted to wear other bracelets for safety reasons. No ankle bracelets are permitted.
 6. Female employees in uniform may not wear visible neck chains or necklaces. Plainclothes female employees may wear neck chains or necklaces that are consistent with professional business attire.
- C. Cosmetics shall be applied in good taste so that colors blend with natural skin tone and enhance natural features. Daytime cosmetics suited for a professional atmosphere are acceptable. Exaggerated cosmetic styles are to be avoided. Lipstick colors shall be natural, conservative and designed to complement, not exaggerate the lips. Fingernail polish color shall be subdued and natural. Length of nails shall not extend beyond 1/4" from tip of finger.
- D. Clothing
1. Hem lines of skirts or dresses can be no shorter than two inches above the knees.
 2. Clothing such as overalls, mini-skirts, high slit skirts, sundresses, tank tops, low cut blouses or sweaters, blue jeans, shorts and T-shirts are not permitted. Exceptions may be granted for blue jeans, shorts, and T-shirts while performing duties requiring more relaxed clothing and must be pre-approved by the Division Commander or the Chief of Police. Skin tight clothing is unacceptable.
 3. Flip flop, tennis shoes, platform shoes and casual sandals are not acceptable. Heel on shoes should not exceed three inches in height. Stockings or socks are to be worn at all times. Knee high stockings can be worn with pants or pants suits.

V. EXCEPTIONS

1. Personnel assigned to investigative duties and other specialized assignments which require an inconspicuous or more relaxed appearance may be exempted from the

provisions of this directive for the duration of their assignment upon approval of their Division Commander or the Chief of Police.

2. Police recruits will wear issued khaki uniforms prior to attending the Academy. While at the Academy, they are governed by the SC Criminal Justice Academy's Rules and Regulations regarding personal appearance.
3. Division Commander and Criminal Investigations employees are to maintain a professional business appearance. On certain days and occasions, as designated by the Chief of Police, Class E style clothing may be worn by employees not required to be in uniform.