UNIFORMED EMPLOYEE GROOMING STANDARDS

FEMALES

HAIR: Shall not extend below the bottom of the uniform collar. Shall be cut or pinned close to the sides, top, and back of the head to achieve this standard.

MAKEUP: Shall not be extreme in nature (e.g., glittering).

JEWELRY: One pair of stud-type earrings may be worn in the earlobes.

MALES

MUSTACHE: Neatly trimmed. Shall be off the lip. Shall not extend beyond corners of mouth. Handlebar mustaches prohibited.

BEARDS: Not authorized except as stated in policy.

HAIR: Blocked or tapered up the back of the neck. Trimmed off the ears. Shall not extend below the top of the collar.

SIDEBURNS: Shall be neatly trimmed. Shall not extend below middle of the ear. Sideburns of an exotic nature (e.g., muttonchops) are prohibited.

(07/10)