

 University of Pittsburgh Police Department Rules & Regulations Manual Title: Personal Appearance of Uniformed Members	Reference Number: (Chapter / Section)	2 - 3
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1.0 Policy

In order to instill confidence in and to promote the personal safety of members of the University of Pittsburgh Police Department all members must conform to high standards of personal appearance.

2.0 Personal Appearance of Male Employees in Uniform

- A. Male employees of the University of Pittsburgh Police Department while in uniform shall have hair that is neatly groomed and clean, in a fashion that does not detract from his professional image.
- B. The hair will present a tapered appearance on the sides and back of the neck. The length and/or bulk of the hair will not present a ragged, unkempt, or extreme appearance.
- C. When combed, the hair will not fall over the ears or touch the collar except for the close cut hairs on the back of the neck.
- D. When wearing the uniform cap, hair will not present an unsightly bulge, nor will it protrude over the ears or shirt collar.
- E. A uniformed member's face must be clean shaven. Moustaches are permissible and will be neatly trimmed; not to be excessively bushy, rolled, or curled. A moustache will not extend below the upper lip or beyond the outer points of the mouth. Exceptions for beards may be made upon written diagnosis by a dermatologist. The dermatologist's diagnosis must include the extent and prognosis of the pseudofolliculitis barbae.
 - 1. Medical beards shall also be neatly trimmed and present a clean professional appearance
- F. Sideburns may be worn providing they be neatly trimmed and tapered.
- G. Sideburns may not extend downward below the bottom of the ear lobe and will not be flared. They will end in a clean shaven horizontal line.
- H. Hair color is limited to colors that are natural to the human species or conservative artificial variations.

3.0 Personal Appearance of Female Employees in Uniform

- A. Female employees of the University of Pittsburgh Police Department while in uniform shall have hair that is neatly groomed and clean in a fashion which does not detract from her professional image.
- B. Female employees, in uniform shall wear their hair in styles that permit the proper wearing of prescribed headgear. Styles such as pigtails or large bouffant are not permitted.
- C. Long ponytails or braids must be pinned up under the hat. Hair worn unpinned must not extend more than two inches below the bottom edge of the uniform collar.
- D. Hair color is limited to colors that are natural to the human species or conservative artificial variations.
- E. When wearing the uniform hat, hair will not present an unsightly bulge.
- F. Wigs and weaves are acceptable if they meet the prescribed requirements for hairstyles.
- G. Hair adornments such as ribbons, beads, jeweled pins, or bands will not be worn. Plain pins, combs, or barrettes similar in color to the hair may be worn.

4.0 Wearing of Jewelry While in Uniform

- A. A uniformed employee is permitted to wear jewelry providing it does not detract from his or her professional image. Unusual body adornments or jewelry shall not be worn (i.e., "multiple finger rings", brightly colored watches).
- B. Male employees may not wear ear studs/rings.
- C. Female employees may wear a single pair of ear studs of simple design that are no larger than one quarter of an inch in diameter. The ear studs shall be worn on the bottom lobe of the ear and in a symmetrical manner. The ear studs may not extend below the ear lobe.
- D. Officers shall not wear any neck jewelry that is visible when wearing an open-neck shirt. Bracelets, brooches, or any other item of adornment not prescribed to be worn on the uniform is prohibited.

5.0 Body Piercing

No body piercing jewelry shall be visible, other than the lower ear lobes on female officers, as prescribed in Section 4.0. This prohibition includes jewelry worn through a pierced tongue, nose or eyebrows.

6.0 Tattoos

- A. No tattoo shall show protruding from the uniform from the base of the neck to the top of the head and from the base of the wrists to the tips of the fingers.
- B. Tattoos on the exposed parts of the arms must be in good taste and not deemed offensive to contemporary community standards. The final discretion rests with the Chief of Police.

- C. A tattoo deemed offensive shall be covered by a long sleeve shirt at all times when on duty. The Chief of Police shall have final determination in what is deemed offensive.

7.0 Fingernails

- A. Fingernails shall be kept clean and neatly trimmed at an active length so as not to present an extreme appearance or threaten safety.
- B. Female members may wear fingernail polish. The nail polish may be clear, light, neutral, transparent, sheer or conservative in color, providing it does not detract from the officer's professional image. The same shade shall be worn on all fingernails.
- C. Decals, ornamentation, or fluorescent colors may not be worn when in uniform.

8.0 Exceptions

Exceptions to the Personal Appearance of Uniformed Members regulations may be required for operational purposes and must be authorized by the Chief of Police or his designee.