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**CITY OF RIVERSIDE FIRE DEPARTMENT  
EXPLORER POST 101**

**Section: 1      Number: 1023**

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**SUBJECT: Personal Grooming**

**Effective Date: 01/12  
Review Date: 01/13**

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**POLICY:**

All members will follow the current City of Riverside Fire Department SOP:

**Personal Cleanliness**

1. All Explorers shall keep themselves clean and in a presentable manner. Personal hygiene includes a regular bath/shower, use of deodorant and appropriate oral hygiene.
2. Strong odors caused by perfumes, scented hair sprays, and aftershave lotions can be offensive and are to be used in moderation out of concern for the comfort of others.

**3. Hair**

a. Explorers are expected to maintain appropriate and professional hairstyles. Hair must be properly restrained for its length and job assignment. Hair coloring shall be within the range of natural hair colors. The length, bulk or style of the hair shall neither present an unkempt, ragged or extreme appearance, nor endanger personnel or become a hindrance in the work environment.

Hair shall be worn so that it does not extend below the bottom of the uniform shirt collar when standing with the head erect. If hair must be secured (mechanically restrained) to meet these requirements, the device or method used to restrain must not interfere with the safe and proper use of helmets, face pieces, or other required safety equipment. It must remain restrained under all conditions.

**4. Facial Hair**

a. It is the responsibility of each Explorer to insure that facial hair will not interfere with the proper seal of the face mask of emergency equipment. All Explorers shall be clean shaven, except as follows:

- a. Mustaches must leave a clean area two (2) fingers in width between sideburns and mustache. Mustaches, if grown down around the end of the mouth, may not extend more than one-half (1/2") inch below the corner of the mouth. The lower lip shall be visible at all times.
- b. Sideburns shall not extend more than one (1") inch below the ear lobe. They shall be carefully trimmed so as not to exceed one-half (1/2") inch in thickness outward from the temples. Sideburns shall not flair at the base to exceed one and one-half (1 1/2") inch in width. Sideburns shall be trimmed along the base in a horizontal line. No "mutton chops" will be permitted.
- c. Beards and Goatees are not permitted.

**Jewelry**

1. Finger rings and wrist watches may be worn by uniformed Explorers, providing they pose no safety hazard.
2. All jewelry worn by Explorers must be appropriate so it does not detract from a professional appearance. The wearing of all facial piercing jewelry, such as nose piercing, tongue piercing, eyebrow piercing, lip piercing, or any other facial piercing jewelry is prohibited.
3. Explorers, regardless of start date, shall not add visible facial piercings.

**Body Art**

**1. Tattoos**

a. All tattoo(s) must be covered by an appropriate department uniform while on-duty. If the Explorer has a single tattoo that is less than three (3") square inches, the Explorer may elect to cover the tattoo with a flesh colored patch in lieu of covering the tattoo with an appropriate department uniform

Exceptions:

- 1.) After 1700 hours while in the station (if the public comes to the station tattoos must be covered).
- 2.) During physical fitness while in the confines of the fire station. Tattoo(s) shall be covered for any physical fitness activities conducted off fire department grounds.
- 3.) During manipulative drills at the City of Riverside Fire Department Training Facility.
- 4.) Tattoo(s) that are “peeking” (one inch while in a regular standing position) out of the short sleeve shirt will be considered covered.

b. No tattoo(s) are permitted on the face, neck, head and or hands of Explorer. Existing tattoo(s) in these areas shall be covered.

c. No tattoo(s) are allowed that are offensive (nudity or violence, sexually explicit or vulgar art, words, phrases; profane language, symbols to incite negative reactions, initials or acronyms that represent criminal or oppressive organizations) regardless of its location. Existing tattoo(s) in these areas shall be covered.

2. Branding(s)/Mutilation(s)

a. All branding(s)/mutilation(s) must be covered by an appropriate department uniform while on-duty. If the Explorer has a single branding/mutilation that is less than three (3”) square inches, the employee may elect to cover the branding/mutilation with a flesh colored patch in lieu of covering the branding/mutilation with an appropriate department uniform.

Exceptions:

- 1.) After 1700 hours while in the station (if the public comes to the station branding(s)/ Mutilation(s) must be covered).
- 2.) During physical fitness while at the fire station.
3. Explorers are not allowed to use gold, platinum, or other veneers or caps on their teeth for the purposes of ornamentation unless prescribed by a dentist as necessary dental work. Teeth, whether natural, capped, or veneer, will not be decorated with designs, jewels, initials, etc.