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LAURENS COUNTY LAW ENFORCEMENT CENTER

STANDARD OPERATING PROCEDURES

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SOP# P-040

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SUBJECT: GROOMING: STANDARDS  
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INDEX AS: GROOMING: HAIR: JEWELRY: FINGERNAILS:  
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EFFECTIVE DATE: 8/9/2005 REVISED DATE:  
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I. PURPOSE:

To establish standards of appearance in keeping with the present times and styles socially acceptable as a general rule while maintaining the proper image of a DEPUTY.

II. SCOPE:

Applies to all Laurens County Law Enforcement Center personnel. Contents of this policy shall not apply to any officer on special assignment or working undercover regularly.

III. POLICY:

All grooming is subject to strict inspection by the Division Commanders. If reasonable standards are not met, necessary corrections must be made by personnel involved.

IV. STANDARDS GOVERNING GROOMING:

The Laurens County Law Enforcement Center has an excellent image and is commended for personal appearances. Hair grooming is an important factor in our appearance. Hair appearing generally "shabby" and/or "frizzy" and generally unmanageable will not be tolerated.

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MALE- ALL PERSONNEL

- A. Front- The hair cannot be combed in such a manner that any hair hangs down over the forehead, especially if a dress hat is worn, it can not be exposed under the dress hat. No bangs will be allowed.
- B. REAR- The hair at the back of the head and upper neck surface may be full, provided that the hair line indicates a taper or " feather edged " appearance at the bottom. No hair will be allowed to extend over the collar. A square-type hairline is acceptable, but a "bobbed off" appearance at the lowest point in the back is a violation. Looking from the rear portion of the head, the normal hairline is one-half inch below the bottom of the ears. Hair cannot be worn so full in the back as to curl upward.
- C. Top-Regular Style- The hair may be worn "full" on the top of the head provided the hat will sit firmly and squarely on the head with a reasonable military appearance. Reasonable military appearance means that the hat cannot be solely supported by the hair and must rest at some points supported by the head surface.
- D. Sides-Sideburns- The hair may be worn "full" on the sides provided it is combed "sweeping" toward the rear of the head and does not cover any part of the ear while on duty. The hair may touch the top of the ear, but even partially covering any part of the ear is a violation.

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(With this latitude allowing full sides, an officer may comb his hair differently while off-duty and with the hair combed back and off the ears). The bottom of the ear will be considered the lowest point of the hair under the standards herein set out. Sideburns may extend to the bottom of the ear. Absolutely no "points" or "port chops" style sideburns will be allowed. The sideburns must be squared off at the bottom and trimmed as neatly as possible in a straight line downward. The sideburns must not be worn so full that they turn up or can be combed over the front part of the ear. "Frizzy" sideburns are a violation.

- E. Afro-Style Haircuts- A short to medium Afro is acceptable provided the hair does not cover any portion of the ears or extend in the back or on the sides lower than the normal hairline which is one-half inch below the bottom of the ears. Hair covering any portion of the ear is a violation. An Afro on which our normal headgear will not sit squarely and firmly on some part of the head surface is not acceptable. The Afro cannot be the sole supporting base for the hat. Afros will be neatly trimmed to project a full round appearance. The Afro must allow a reasonable appearance with headgear- "corn rowing or braiding" of the hair is not permitted while on duty or in uniform.

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- F. Mustache- A neatly trimmed mustache is acceptable .
- G. Beards- As a matter of safety and necessity , beards may not be worn at all. The matter of positive identification of Deputies and their safety and proper use of equipment outweighs any reason for latitude in this area. "Chin-whiskers come under the area of beards and will not be allowed".
- H. Jewelry- Necklaces may be worn as long as they are not exposed. Earrings will not be worn by male deputies.

FEMALES- (UNIFORMED PERSONNEL)

- A. Front- The hair cannot be combed in such a manner that any hair hangs down the forehead any further than one-fourth inch above the eye-brow.
- B. Rear- The hair at the back of the head should be worn in such a manner as to maintain a professional appearance and not in any way interfere in the performance or cause difficulty in the performance of duties. The hat will be worn squarely upon the head.
- C. Jewelry- Necklaces may be worn as long as they are not exposed:

The use of earrings is prohibited as a safety factor with the following exceptions.

1. Earrings of the post/stud type;
  2. No larger than 3/8 inch in diameter;
  3. Must be compatible with the uniform;
- D. Afro Style haircuts- A "short to medium" Afro is acceptable provided the hair is not the sole supporting base for the hat. An Afro on which our normal headgear will not sit squarely and firmly on some part of the head surface is not acceptable.

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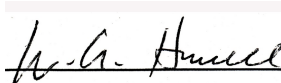
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- E. Fingernails- The fingernails are to be maintained at a moderate length. The use of fingernail polish is prohibited, with the exception of clear polish
- F. Make-up- Facial makeup is to be used with discretion. Bright colors and extreme eye makeup will not be allowed. False eyelashes are prohibited.
- V. Grooming for Plain Clothes Officers:
- Plain clothes officers will be groomed in a business type manner in accordance with their duty assignment.

  
W. A. HARRELL  
SHERIFF

8/9/2005

EFFECTIVE DATE: