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|  |  |  **Blue Ridge Fire District****Policy and Procedure** |  | General Order Number **E206** |  |
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|  | Subject:**Grooming Standards** | Effective Date:**April 1, 2015** |  Total Pages:**2** |  |
| Board Approval Date:**March 21, 2015** | Rescinds: |  |
|  | Application:**All District Personnel** | *Signed into effect as authorized by the Board of Directors*John Banning, Fire Chief |  |
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Section

* 1. Definitions: For the purpose of this policy the term Blue Ridge Fire District and Blue Ridge Fire Department are the same.
	2. Application. The provisions of policy shall apply to all employees of the Blue Ridge Fire District.
	3. The overriding concern of the Fire Department to insure the proper seal of an SCBA face piece and to project a professional appearance to the public shall govern all rules regulating members' grooming standards.
	4. All full time and reserve employees will be clean- at all times. No beards or goatees will be permitted. Firefighters diagnosed with Pseudofolliculitis Barbae (PFB) may have their individual case reviewed by the Fire Chief. Volunteer and Civilian employees may wear neatly trimmed beards or goatees, providing that their regular duties do not include response to any situation, which may require the employee to use a SCBA. Supervisors shall make the determination of whether or not a civilian employee is subject to such activities in the course of their duties.
	5. Mustaches shall be kept neatly trimmed at all times and shall not hang down over the upper lip. It shall not extend past the bottom of the lower lip. No mustache shall be waxed or twisted at the ends, or pulled to a point in any manner.
	6. Sideburns will not extend below the bottom of the earlobe. They will not be more than l 1/2 inches wide at the base. Mutton chops or bushy sideburns are strictly prohibited.
	7. Full time and reserve employee's hair must conform to the following:
		1. Men

Men's hair must be neatly brushed or combed at all times. It may cover part, but not all of the ear. The length on the back will not be longer than one inch past the top of the uniform shirt collar when standing in a normal position.

* + 1. Women

Women's hair must be neatly brushed or combed at all times. Women's hair length must be such that it may be managed and completely covered by a protective hood, and must not interfere with donning an SCBA, and wearing a face piece and/or helmet.

Both men's and women's hair shall be neatly trimmed and groomed, without reference to style, except that all hairstyles must be consistent with a professional appearance. If a question arises as to the professionalism projected by a particular hairstyle, color, or cut the Assistant Chief or the Fire Chief shall make the final determination. Members not conforming to this standard may be immediately relieved of duties with or without pay.

* 1. Volunteer and Civilian employee's hair must conform to the following:
		1. Men

Men's hair must be neatly brushed or combed at all times. It may cover part, but not all of the ear. The length on the back will not be longer than one inch past the top of the dress shirt collar when standing in a normal position.

* + 1. Women

Women's hair must be neatly brushed or combed at all times.

Both men's and women's hair shall be neatly trimmed and groomed, without reference to style, except that all hairstyles must be consistent with a professional appearance. If a question arises as to the professionalism projected by a particular hairstyle, color, or cut the Assistant Chief or the Fire Chief shall make the final determination. Members not conforming to this standard may be immediately relieved of duties with or without pay.

* 1. SUPERVISORS WILL ADVISE THOSE WITHIN THEIR COMMAND OF THE GROOMING STANDARDS AND WILL ASSURE CONFORMITY.