OFFICE OF THE CHIEF OF POLICE

ADMINISTRATIVE ORDER NO. 8 **October 3, 2023**

SUBJECT: **HAIR STANDARDS – GENERAL; AND HAIR STANDARDS – UNIFORMED – REVISED**

PURPOSE: The purpose of this Order is to revise the Department's hair standards for plainclothes and uniform personnel. Department personnel shall maintain their hair in a neat, clean, and well-groomed manner consistent with the **California Senate Bill 188 – the CROWN Act** (Creating a Respectful and Open World for Natural Hair). The CROWN Act took effect on January 1, 2020, and prohibits discrimination based on traits historically associated with race, including, but not limited to, hair texture and hairstyles, such as braids, locks, or twists. Department hair standards do not prohibit the wearing of such styles. Any hairstyle choice shall nonetheless adhere to the Department's hair standards while in the workplace. Commanding officers shall be guided by the law in making decisions regarding any deviations. Commanding officers are encouraged to seek guidance from Employee Relations Group when there is a question regarding the law, the Department's hair and grooming standards, or when there is a need for further clarification (see reference photos at: Crown Act Photos).

PROCEDURE:

I. **HAIR STANDARDS - GENERAL – REVISED.** Department Manual Section 3/605.20, *Hair Standards - General,* has been revised. Attached is the Manual section with revisions indicated in italics.

II. **HAIR STANDARDS - UNIFORMED – REVISED.** Department Manual Section 3/605.22, *Hair Standards - Uniformed,* has been revised. Attached is the Manual section with revisions indicated in italics.

AMENDMENT: This Order amends Sections 3/605.20 and 3/605.22 of the Department Manual.

AUDIT RESPONSIBILITY: The Commanding Officer, Audit Division, shall review this directive and determine whether an audit or inspection shall be conducted in accordance with Department Manual Section 0/080.30.

MICHEL R. MOORE
Chief of Police

Attachments

DISTRIBUTION "D"

605.20 HAIR STANDARDS - GENERAL. All employees shall maintain their hair in a neat, clean, and well-groomed manner to reflect a professional and businesslike appearance. Unacceptable hair styles include, but are not limited to, a design(s) *shaved* into the hair or wearing long hair over a shaved to scalp portion of the head. Dyeing or highlighting the hair is acceptable provided it is consistent with a natural hair color, without obvious blocks, patterns or spots of color.

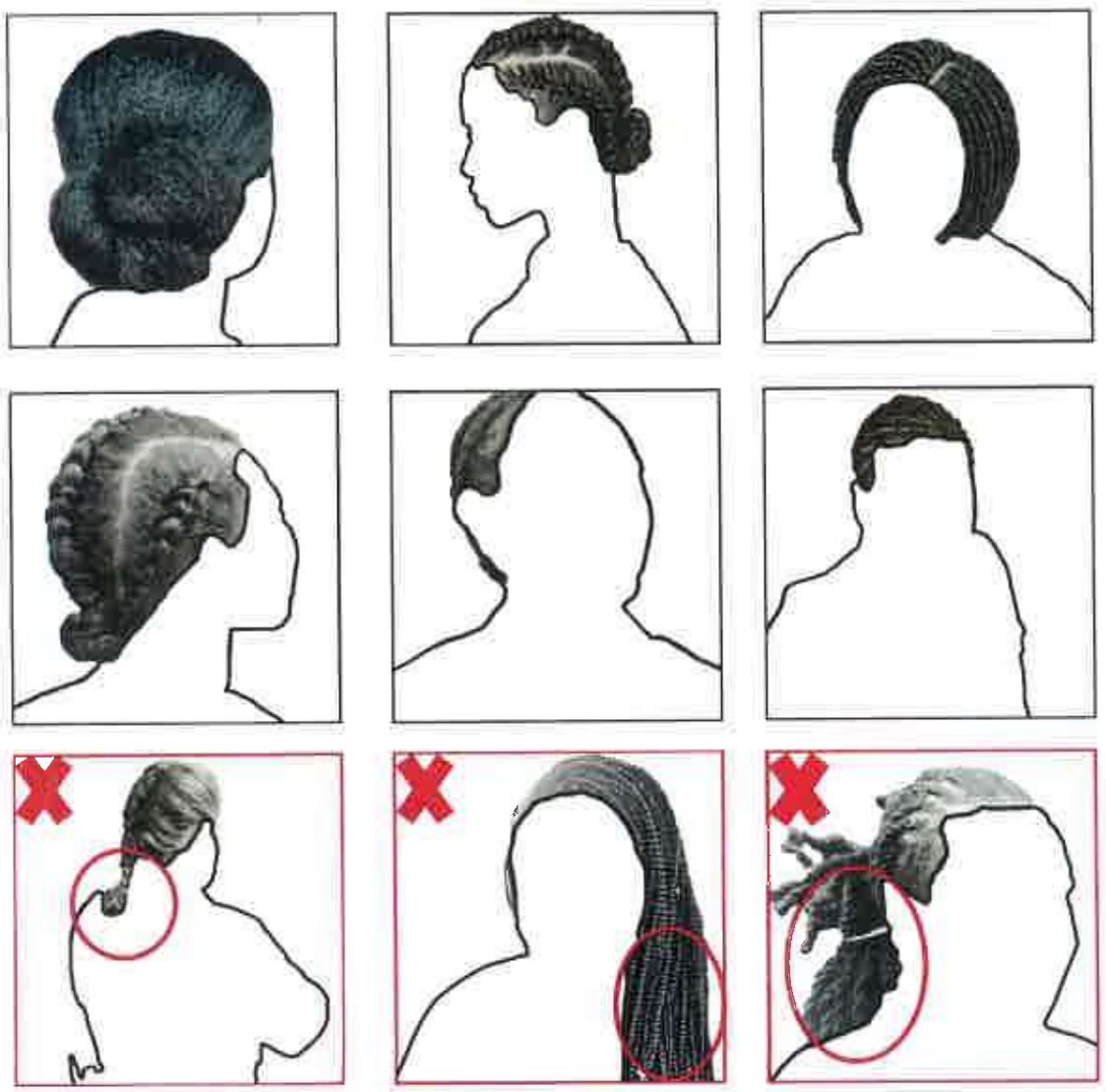
The CROWN Act took effect on January 1, 2020, amending California Government Code §12926 and prohibits discrimination based on traits historically associated with race, including, but not limited to, hair texture and hairstyles, such as braids, locks, or twists. Department hair standards do not prohibit the wearing of such styles (see reference photos at: Crown Act Photos).

> **Note:** *Special assignments may be cause for a deviation from this general standard and shall be evaluated and approved by the commanding officer of the affected entity.*

605.22 HAIR STANDARDS - UNIFORMED.
Uniformed Male Employees. Male employees shall maintain their hair properly trimmed and at least moderately tapered. The hair shall not extend below the top of the shirt collar, cover any portion of the ear, and shall not interfere with the employee's vision. Sworn male employees shall ensure that their hair does not interfere with the proper wearing of the uniform hat or the prompt and proper placement of protective head and/or face gear.

Uniformed Female Employees. Female employees shall arrange their hair, so it does not extend below the bottom edge of the shirt collar. *The hair* shall not interfere with the employee's vision and shall not be arranged in a way that would be advantageous for a suspect to grab, such as in a ponytail. Sworn female employees shall ensure that their hair does not interfere with the proper wearing of the uniform hat or the prompt and proper placement of protective head and/or face gear.

> ***Note:*** Uniformed *employees* who are not field certified shall maintain their hair so as to *adhere to the uniformed employee standard.*



California Senate Bill 188 - the CROWN Act (Creating a Respectful and Open World for Natural Hair). The CROWN Act took effect on January 1, 2020, and prohibits discrimination based on traits historically associated with race, including, but not limited to, hair texture and hairstyles, such as braids, locks, or twists.

Department grooming standards do not prohibit the wearing of such styles. Employees shall nonetheless adhere to the Department's hair standards while in the workplace.

The top and middle row show varied protected hairstyles - buns, cornrows, twists, box braids, and dreadlocks. These images are not an exhaustive representation of all protected styles but capture many of the common styles that may be worn in alignment with the Department's grooming standards. Crown Act Photos.

The bottom row depicts hairstyles that, though they are protected, are worn in a manner that does not meet the updated grooming standards outlined in Department Manual Section 3/605.22 because the hair is worn below the lower uniform collar.