




# DEPARTMENT OF STATE POLICE

## Tattoo, Body Modification & Jewelry Policy

<b>Effective Date:</b> October 15, 2014	<b>Supersedes Date:</b> NA	<b>Policy Number:</b> <b>301.5.1</b>
<b>Reference/Laws/Statutory Authority:</b>		
<b>Applies to:</b> <input checked="" type="checkbox"/> All Personnel <input type="checkbox"/> All Management <input type="checkbox"/> Sworn Personnel <input type="checkbox"/> Non Sworn Personnel <input type="checkbox"/> Other <input type="text"/>		
<b>Authorizing Authority Signature:</b> 		<b>No. Pages</b> 1 of 2

### I. Purpose

The purpose of this policy is to establish tattoo, piercing, body modification, and jewelry guidelines for the Department. The policy will assist in preserving a professional appearance standard and will promote public confidence in all Department members.

### II. Policy

All Department members, sworn or professional, shall adhere to the following guidelines concerning tattoos, body modifications, branding, permanent cosmetics piercing and scarification while on duty or otherwise engaged in official state business, while in either uniform, training attire, or in professional attire. Official state business includes but is not limited to attending conferences, participating in meetings, and instructing or participating in Department sponsored or authorized training.

- a) All tattoos above the collar line, must be covered. Exception to this is permanent cosmetics.
- b) All tattoos from wrist bone down must be covered; Exception to this is wedding ring tattoos.
- c) If tattoos cover more than the majority of the exposed arm, a long sleeved uniform shirt or a long sleeved professional attire shirt will be worn for court and administrative hearings.

- d) Visible offensive tattoos are strictly prohibited and must be covered. Offensive tattoos are defined as tattoos that are derogatory towards others based on race, color, national origin, sex, religion, age, sexual orientation or any other legally protected class under Federal or State law. Offensive tattoos also include images that portray nudity, pornography or profane language.
- e) For Sworn staff, jewelry, in addition to a wrist watch, shall be limited to not more than two conservative rings, a medical purpose bracelet and earrings (one for each ear), which shall be small of size and shall not extend below the ear lobe. No other visible piercings are permitted.
- f) For Professional staff, jewelry will be worn in a manner to present a professional appearance at all times. Visible piercings will be limited to ears only.
- g). No permanent visible piercing, branding, scarification or other body modification is permitted except as otherwise authorized by this policy or as approved by the Superintendent or their designee on a case-by-case basis.

### III. Definitions

**Body Modification** - Any visible alteration of the body through implants or other similar trans-dermal insertions into any body part, including:

- o Tongue splitting or bifurcation;
- o Any transdermal implantation other than hair replacement;
- o Abnormal shaping of the ears, eyes or nose;
- o Gauging or otherwise increasing the size of a surgically induced opening in flesh areas such as ear lobes and lips.

Body modifications do not include medical procedures.

**Branding** – Intentional burning of the skin to create a design.

**Permanent cosmetics**- A cosmetic technique which employs tattoos as a means of producing designs that resemble makeup.

**Piercing** – To puncture the skin or other body part to insert a visible object or decorative item, such as jewelry.

**Scarification** – Intentional cutting of the skin or other body part to create a design.

**Tattoo** – A permanent design or mark made on the skin by pricking and ingraining the skin or any other body part, such as tongue or teeth, with indelible pigment or raising scars.