

OGDEN POLICE DEPARTMENT

POLICY 23: AUTHORIZED UNIFORM AND EQUIPMENT

Subject Authorized Uniform and Equipment	Effective Date Dec 30, 2025
Department Police	Replaces Policy Dated Oct 17, 2025
Division All Department Personnel	Review Date

NOTE: This rule or regulation is for internal use only and does not enlarge an officer's civil or criminal liability. It should not be construed as creating a higher standard of safety or care concerning third-party claims. Violations, if proven, form the basis of an internal administrative complaint only.

I. PURPOSE

The purpose of the uniform policy is to ensure that standards are set that instill pride, dignity, and public confidence through the wearing of the OPD uniform.

II. POLICY

It is the policy of this agency that all personnel present a professional image to the public. The proper use and wearing of the OPD uniform(s) serves to make our personnel readily identifiable as both authority figures and those who provide aid. The OPD uniform represents our abiding fidelity to public service and will be worn in a manner befitting the professional dignity and pride of the Ogden Police Department. The responsibility for keeping uniforms in good repair and clean condition rests with the individual officer. Officers are provided a substantial clothing allowance that is intended to be used for the purchase, care, and upkeep of the uniform.

Uniforms should be dry-cleaned and pressed. If wash-and-wear uniforms are utilized, care should be taken to see that the uniform maintains a professional appearance. Officers will keep an extra, duty-ready, uniform available in case the one being worn becomes soiled during duty activities. Field supervisors will take primary responsibility for the enforcement of uniform standards. Changes or deletions to the uniform policy will be made by the Chief of Police.

III. DEFINITIONS

- A. Required: the uniform, equipment, or item must be available for use.
- B. Optional: the uniform, equipment, or item is permitted for use but not required.

IV. UNIFORM COMPONENTS

A. Police Officer

The only approved uniform manufacturers are Blauer, Flying Cross, Horace Small, and Elbeco.
(UNLESS OTHERWISE NOTED)

1. Footwear

- (a) Plain, rounded toe leather oxford or police service style shoe, black patent leather or highly shined. (REQUIRED)
- (b) Black police service-style boot, plain leather toe, highly shined, sole not to exceed 3/4-inch thickness, may not lace onto toe, 6" or 8" height, Original SWAT brand or similar. (OPTIONAL)
- (c) Black plain toe police-style motorcycle boot, highly shined. (OPTIONAL)
- (d) Black or navy-blue socks where any portion of sock is visible outside shoe or boot.
- (e) Black and gray Sorel snowpack boots may be used during heavy snow and extreme cold. (OPTIONAL)
- (f) Biking/athletic shoe, color consisting of primarily black. (OPTIONAL FOR BIKE PATROL ASSIGNMENTS)
- (g) Black ankle socks. (REQUIRED FOR BIKE PATROL ASSIGNMENTS, OPTIONAL FOR RESERVES IN BIKE PATROL ASSIGNMENTS AND AS PART OF THE SPECIAL EVENTS AND WARM WEATHER ASSIGNMENTS UNIFORM.)

2. Pants

- (a) Navy blue uniform pants. Pants hemmed with no cuff, cut so that front crease of pant leg lightly touches top of shoe or boot in front (West Point Cut.)
- (b) Cargo Pocketed Pants: Blauer brand, Model #8980 Navy, #8965 Navy. Flying Cross brand, Model # 39300 Navy.
- (c) Four-Pocketed Plain Pants (Non-Cargo): Blauer brand, Model #8950 Navy, #8650 Navy. Flying Cross brand, Model #39400 Navy, #38200 Navy. (REQUIRED CLASS B WORKING UNIFORM)

- (d) Military pink, two side and two hip pockets, ½-inch navy blue flat braid sewn from bottom seam of pocket to bottom of pants on both legs. Pants hemmed with no cuff, cut so that front crease of pant leg lightly touches top of shoe or boot in front (West Point Cut.) (REQUIRED, DRESS UNIFORM WEAR)
- (e) Military pink motorcycle britches, worn on special motorcycle assignments. (AS DETERMINED BY SERGEANT)
- (f) Navy blue traffic uniform pants. 5.11 Stryker Motor Pant. (REQUIRED TRAFFIC CLASS B WORKING UNIFORM).
- (g) Navy blue 5.11 Stryke pants, Model #74369. (OPTIONAL CLASS B WORKING UNIFORM)
- (h) Navy blue approved mid-thigh shorts, pocketed. (REQUIRED FOR BIKE PATROL DUTIES AND AS PART OF THE SPECIAL EVENTS AND WARM WEATHER ASSIGNMENTS UNIFORM.
- (i) Navy blue approved style utility pants.
- (j) Black leather two-inch belt, plain buckle, gold, or silver based on rank, or black leather police service belt with Velcro fastenings. (REQUIRED)
- (k) Navy blue approved bicycle pant with elastic ankle cuff. (OPTIONAL FOR COMMUNITY POLICING ASSIGNMENTS)

3. Shirt

- (a) Long-sleeved, dark navy blue, two front pockets with three-point flaps, shoulder straps the same color and fabric as shirt, black buttons. (REQUIRED)
- (b) Short-sleeved, dark navy blue, two front pockets with three-point flaps, shoulder straps the same color and fabric as shirt, black buttons. (REQUIRED)
- (c) Short-sleeved, dark navy blue Blauer, three-button, under-vest uniform shirt. Short-sleeved, dark navy blue Propper “Ice”, three-button, polo style uniform shirt. May be worn as a duty uniform with the cloth OPD Badge on the left chest and Rank with first or middle and last name embroidered on the right chest. MAY ALSO BE WORN AS PART OF THE SPECIAL EVENTS AND WARM WEATHER ASSIGNMENTS UNIFORM. When worn as an under-vest shirt, visible portions of the shirt must conform to current clothing requirements outlined in this policy. Under-vest shirt to be worn under approved external uniform ballistic carriers only.
- (d) Long-sleeved, dark navy blue, Blauer, three-button, under-vest uniform shirt. Long-sleeved, dark navy blue Propper “Ice”, three-button, polo style uniform shirt. May be worn as a duty uniform with the cloth OPD Badge on the left chest and Rank with first or middle and last

name embroidered on the right chest. When worn as an under-vest shirt, visible portions of the shirt must conform to current clothing requirements outlined in this policy. Under-vest shirt to be worn under approved external uniform ballistic carriers only.

- (e) Short-sleeved, white, two front pockets with three-point flaps, shoulder straps the same color and fabric as shirt, white buttons. (OPTIONAL FOR BIKE PATROL, TRAFFIC ASSIGNMENTS AND AS PART OF THE SPECIAL EVENTS AND WARM WEATHER ASSIGNMENTS UNIFORM.
- (f) Short-sleeved, white Propper "Ice", three-button, polo style uniform shirt. Cloth OPD Badge on the left chest and Rank with first or middle and last name embroidered in black on the right chest. (OPTIONAL FOR BIKE PATROL, TRAFFIC ASSIGNMENTS AND AS PART OF THE SPECIAL EVENTS AND WARM WEATHER ASSIGNMENTS UNIFORM.
- (g) Long-sleeved, plain white dress shirt, with stand-up collar, worn with dress uniform only Gold colored rank to be worn on collar for Lieutenant and above. (REQUIRED)
- (h) OPD shoulder patch, as specified by the department, sewn on both shoulders of the shirt, ½-inch below the shoulder seam and centered on the shoulder. (REQUIRED)
- (i) Tie, dark navy blue, clip-on, worn only with long-sleeved shirt. (REQUIRED CLASS A UNIFORM, OPTIONAL CLASS B WORKING UNIFORM)
- (j) Appropriate accessories properly positioned on the uniform shirt.
- (k) Any crew neck T-shirt worn with the class B uniform or CP uniform that is visible from an open collar must be black. A white T-shirt will be required with all lighter colored uniform shirts and dress uniform. (OPTIONAL)
- (l) Black turtleneck or mock turtleneck, plain, with no insignia, designs or embroidery, shirt to be worn underneath long-sleeve shirt with open collar. (OPTIONAL)

4. Outerwear

- (a) Winter coat, only authorized manufacturers, dark navy blue, police style, service coat, waist length, with shoulder patches and sewn-on badge, shoulder straps, silver or brass buttons based on rank. Name embroidered on right chest panel to include first initial and last name. No accessories worn on outside of winter coat. (OPTIONAL)
- (b) Fleece Jacket, Blauer brand, Model # 4650, authorized dark navy blue, police style, service jacket, waist length, with shoulder patches and sewn-on badge, shoulder straps, zip-up front. Sergeant stripes on sleeves, Lieutenant and Captain bars and Chief stars worn on shoulder straps. Name embroidered on right chest panel to include first initial and last name. No other accessories worn on outside of jacket. (REQUIRED)

- (c) Light Windbreaker, Horace Small brand, model APX jacket, dark navy blue, waist length, with shoulder patches and sewn-on badge, zip-up front. Sergeant stripes on sleeves, Lieutenant, Captain, and Chief rank pins on collar. Name embroidered on right chest panel to include first initial and last name. No other accessories worn on outside of jacket. (OPTIONAL)
- (d) Soft Shell, Condor brand, model Phantom jacket. Soft shell jackets are required to be dark navy blue, waist length, with shoulder patches and sewn-on badge, zip-up front. Sergeant stripes on sleeves. Name and rank (if applicable) embroidered on right chest panel to include first initial and last name. No other accessories worn on outside of jacket. (OPTIONAL)
- (e) Leather police service style motorcycle jacket or Tourmaster brand, model Flex LE2.0 police style motorcycle jacket. Must have metal badge clearly displayed on front. (OPTIONAL)
- (f) Single breasted Dress Uniform jacket with four-button front, dark navy blue, silver or brass buttons based on rank. Authorized OPD shoulder patches on both shoulders sewn 1/2-inch below the shoulder seam and centered on the shoulder, shoulder straps. Sergeant Stripes sewn on both sleeves at mid-point between shoulder and elbow. Gold stripes sewn on sleeves above the cuff, one stripe for Lieutenants, two stripes for Captains, three stripes for Deputy Chief, four stripes for Chief. Authorized accessories. (REQUIRED FOR RANKS OF SERGEANT AND ABOVE, OPTIONAL FOR ALL OFFICERS)
- (g) Raincoat or jacket, police service style, High-Vis yellow or clear plastic. (OPTIONAL)
- (h) Black or navy-blue Woolly Pully heavy-ribbed, police style pullover sweater with appropriate patches. Sweater must be equipped with a place for a cloth or metal badge, nameplate and appropriate embroidered rank insignia on epaulets for Lieutenants and rank insignia patches sewn on sleeves for Sergeants. (OPTIONAL FOR ALL RANKS)
- (i) High-Vis reflective police safety vest, Blauer Model #340P, breakaway. High-Vis yellow, with "POLICE" logo front and back. (REQUIRED FOR ALL POLICE PERSONNEL DIRECTING TRAFFIC, ON THE SCENE OF A TRAFFIC ACCIDENT OR TRAFFIC- RELATED SPECIAL EVENTS)
- (j) Those officers who met the requirements for "Master Officer", while that program was in existence, are authorized to wear the Master Officer rocker on their uniform shirts and outerwear throughout the remainder of their employment with the Ogden City Police Department.

5. Headwear

- (a) Eight-point navy blue police service hat with black visor, silver or gold front strap based on rank, silver or gold front piece as supplied by the department. May be worn with plastic rain

cover in inclement weather. For wear with dress uniform or class A uniform worn for dress occasions. (REQUIRED)

- (b) Police style helmet that meets DOT standards, black visor with silver or gold front strap and decal or metal badge based on rank, worn on motorcycle assignments only. (REQUIRED FOR MOTOR OFFICERS)
- (c) Navy blue or black winter fur cap with fold down earflaps, silver or gold front piece as supplied by the department. (OPTIONAL)
- (d) Black beanie/skull stocking caps are approved during cold weather months. Caps will have "POLICE" embroidered in white on front for patrol officers, and gold for officers the rank of sergeant and above. To maintain consistency in font size and logo embroidery, A-1 Uniform is the only approved source for purchase. (OPTIONAL)
- (e) Navy blue or black baseball-style hat with embroidered silver or gold "Ogden City Police" department approved logo based on rank and uniform. Assignment and call sign may be added in silver or gold embroidery based on rank on the back of the hat. Worn with class B, Community Police Bike Patrol, Alternative Plain Clothes duty uniform, or as part of the Special Events and Warm Weather assignments uniform only. Not to be worn as part of the dress uniform. Hats must be reviewed and approved by the appropriate Bureau Commander prior to purchase and wear to ensure compliance with department standards. (OPTIONAL)
- (f) Navy blue or white baseball style hat with embroidered silver or gold "Ogden City Police Motors" department approved logo (with wings) based on rank. White hat only to be worn with approved white shirt. Worn with class B uniform only. Not to be worn as part of dress or alternate dress uniform. (OPTIONAL FOR MOTOR ASSIGNMENT ONLY)
- (g) Hats must be worn in the intended manner, with the hat appropriately fitted to the head and the brim facing forward.
- (h) Bike helmet, black with white "POLICE" lettering. (REQUIRED FOR BIKE PATROL ASSIGNMENTS ONLY)
- (i) Protective eyewear, clear or tinted. (REQUIRED FOR BIKE PATROL ASSIGNMENT ONLY)

6. Duty Belt

- (a) Black leather, basket weave, gun belt and holster, as supplied by the department, with silver or gold buckle based on rank or black plastic retention buckle for specialty assignments. (REQUIRED)

- (b) Duty holsters for uniform officers will be supplied by the Department. Duty holsters for plainclothes assignments will be Department-issued or may be purchased by the officer. All duty holsters must have a minimum of one level of retention and will be black basket weave leather or molded kydex/plastic. Off-duty holsters will be purchased by the officer and may be any style of non-prohibited holster. Any officer who purchased duty holsters must be approved by the Department Range Master prior to use.
- (c) Prohibited holsters are any holster which utilizes a securing mechanism requiring the trigger finger to release the pistol for presentation (draw). Strictly prohibited are the Blackhawk brand CQC, or Serpa-style holster.
- (d) Black leather, basket weave, handcuff case with standard double-locking chain-link handcuffs, as issued by the Department. (REQUIRED)
- (e) Black leather, basket weave, spare magazine carrier with covering flaps secured by silver or gold snaps in accordance with rank, with at least two loaded magazines, as issued by the Department for use by uniform officers. Patrol, plain-clothes, and special assignment officers may purchase, and wear open-top molded leather or kydex-style double magazine pouches, carrying two loaded magazines as approved by the Department Range Master. Kydex magazine carriers must have a basket weave design when worn on the patrol officer duty belt. (REQUIRED)
- (f) Black leather, basket weave portable radio carrier, for appropriate radio, or suitable leather or metal substitute. (REQUIRED)
- (g) Black leather, basket weave design, additional items issued for uniform duty (REQUIRED):
 - i. Collapsible baton and holder.
 - ii. Belt keepers.
 - iii. Flashlight with holder.
 - iv. OC spray holder with Def-Tec brand First Defense OC spray canister, MK III or MK IV model.
 - v. Taser holster with Taser as approved by the Department Taser instructor.
 - vi. Web gear, black nylon, or molded matte plastic with authorized items. (REQUIRED FOR APPROVED COMMUNITY POLICING ASSIGNMENTS ONLY)

7. Uniform Firearm

As authorized by department firearms policy.

8. Body Armor

- (a) All officers will be required to have and maintain a protective vest of threat level II or greater meeting NIJ proper threat level standards and approval by the Office of the Chief of Police. (REQUIRED)

- (b) Soft body armor vests have been shown to be effective in reducing death and serious injury. **Body armor will be worn by all officers while engaged in field activities both on duty and during extra-duty employment.** Field activities means Uniform Patrol, regardless of rank, and duty assignments and/or tasks that place or could reasonably be expected to place officers in situations where they would be required to act in enforcement rather than administrative or support capacities. When officers are assigned to Uniform Patrol, a SWAT operation, stakeout, service of felony arrest warrant, or are serving a search warrant, the wearing of body armor is **mandatory**. Body armor must be either department-issued or department approved. (REQUIRED)
- (c) External uniform and load-bearing ballistic carriers are approved for use. The office of the Chief has approved the following brands and styles in Navy blue: Armor Express Traverse molle, Point Blank Guardian, and Safariland Oregon City. All carriers must be equipped with a cloth or metal badge placed on the left side of the carrier, in the area provided. The carrier must also be equipped with an embroidered or sewn on Rank with first or middle and last name nameplate, to be worn ¼-inch above the top seam of the right pocket, centered on the pocket. The United States flag pin will be worn ¼ inch above the nameplate and must be embroidered (if worn). No other accessories are to be worn on the carrier. The carrier, with the body armor inside, will be worn on the outside of the proper dress required for the individual assignment. Uniform officers are required to have a uniform shirt, complete with a minimum of OPD shoulder patches, name tag and metal badge under the carrier if the under-vest uniform shirt is not being worn. At no time will the vest carrier replace or be worn in lieu of any of the clothing requirements outlined in this policy. Officers are afforded some leeway on how they configure their gear on the Load bearing ballistic carrier. However, the Body Worn Camera must be worn at the bottom of the mid-line of the carrier, the duty firearm will not be worn on the carrier, and accumold nylon style pouches must be used to secure gear. K-9 handlers are authorized to wear an external ballistic load-bearing vest with molle pocket attachments for mission specific equipment. "POLICE K-9" panels are required on the front and back of the carrier in white letters. Community Police Officers are authorized to wear the approved load bearing ballistic carrier. The carrier must be worn as specified along with a yellow "Community Police" patch across back. (OPTIONAL)
- (d) Officers are exempt from wearing body armor as follows:
- i. When a department-approved physician determines that an officer has a medical condition that would preclude wearing body armor **and** the officer is placed in a light-duty assignment.
 - ii. When an officer is involved in undercover or plain-clothes work that the supervisor determines could be compromised by the wearing of body armor.

9. Uniform Accessories

- (a) Badge: Personnel shall wear only the badge specified to their rank and assignment; this includes both department approved metal and cloth sewn on badges.
 - i. Silver – Patrol, CSO, SRO, Community Policing, Gangs, Traffic, Training, Animal Services, and Parking Enforcement.
 - ii. Gold – SVU and Major Crimes (Investigations), Animal Services Supervisor, Sergeants, Lieutenants, Captains, and Chiefs.
- (b) Rank insignia: Three chevrons for Sergeant, stripes sewn on sleeves of shirts, jackets, dress jackets and Woolly Pully sweater. One gold bar for Lieutenant, two gold bars for Captain, three gold stars for Assistant Chief, four gold stars for Chief, worn on the collar of the long- or short-sleeved shirt, under-vest shirt, and on the shoulder straps of coats and jackets. Gold 3/8" braid on sleeves of dress jacket; one row for Lieutenant, two rows for Captains, three rows for Assistant Chief, four rows for Chief. (REQUIRED)
- (c) Nameplates, 1/2-inch wide and 2-1/2-inches long, silver with navy blue or black letters for police officers, gold with navy blue or black letters for higher ranks, will be worn on all shirts and the Woolly Pully Sweater (with the exception of the dress shirt and under-vest shirt.) To be worn 1/4-inch above the top seam of the right pocket, centered on the pocket. (REQUIRED)
- (d) Service stars, awarded by the department to denote increments of five years regular service to the Ogden Police Department, silver or gold based on rank, may be worn on all uniform shirts, with the exception of the dress shirt and the under-vest shirt, 1/4-inch above the nameplate, and centered on the pocket. Not to be worn on Woolly Pully Sweater. (OPTIONAL)
- (e) Motorcycle wings, awarded by the department, silver or gold based on rank, may be worn on all uniform shirts, with the exception of the dress shirt and under-vest shirt, 1/4-inch above service stars or nameplate, centered on the pocket. Not to be worn on Woolly Pully Sweater. (OPTIONAL)
- (f) Bicycle patrol certification pin in silver or gold, based on rank, may be worn on uniform shirts with exception of dress shirt and under-vest shirt, 1/4-inch above service stars or nameplate. (OPTIONAL)
- (g) Collar devices as awarded by the department, denoting assignment, silver, or gold based on rank, may be worn on the collar of all uniform shirts, with the exception of the dress shirt and under-vest shirt. Collar devices will be worn on the right collar, perpendicular to the base of the collar, centered 3/4-inch above the base of the collar. Examples of authorized collar devices are K-9, Bike Patrol, Traffic, SWAT, DARE, CIT and FTO. Only one collar device may be worn at a time. Collar devices will not be worn on the Woolly Pully Sweater. (OPTIONAL)

- (h) Medals and ribbons, in accordance with Policy 30, Awards. Wear will be all medals or all ribbons, the two will not be mixed. For subsequent awards of the same medal or ribbon, only one medal or ribbon will be worn. Ribbons awarded for the Medal of Merit, Distinguished Service Award, and the Distinguished Unit Citation can be worn with a designated star in the center, indicating multiple awards of the same ribbons. These ribbons will be provided by the Chief of Police. Medals may be worn on the dress uniform jacket, hanging centered on the right pocket flap, or hanging to either side of the whistle holder (if worn), or around the neck with the medal centered below the throat and above the sternum. Medal ribbons may be worn on the dress jacket or on all uniform shirts, with the exception of the dress shirt or under-vest shirt, in accordance with the precedence of wear contained in Policy 30, Awards. Ribbons will be worn 1/4-inch above the motorcycle wings (if worn), the service stars (if worn), or the nameplate. United States flag pin (if worn) will be worn in the position as the highest precedence. Nothing will be worn above the United States flag pin, if worn, or the medal ribbons. Medals and ribbons will not be worn on the Woolly Pully Sweater. (OPTIONAL)
- (i) Crossed pistol whistle holder and whistle with chain, silver or gold based on rank, may be worn centered on right pocket flap of the Class A uniform shirt. Also may be similarly worn on the Dress Uniform jacket. (OPTIONAL)
- (j) Military Unit Crest. Officers who are military veterans may wear a unit crest from a military unit of choice they have served with, centered on the right pocket of the Class A shirt and the Dress Uniform jacket.
- (k) United States flag pin. Metal pin shall be the same shape and size as medals and ribbons. Embroidered pin will be similar in shape and size as medals and ribbons. Not to be worn on Woolly Pully Sweater. (OPTIONAL)

B. Community Service Officers

1. **Shirt**

- (a) Long-sleeved, Tex-Trop or similar brand, gray, two front pockets with three-point flaps, shoulder straps the same color and fabric as the shirt. (REQUIRED)
- (b) Short-sleeved, Tex-Trop or similar brand, gray, two front pockets with three-point flaps, shoulder straps the same color and fabric as the shirt. (REQUIRED)
- (c) Shoulder patch, as specified by the department, sewn on both shoulders of the shirt, 1/2-inch below the shoulder seam and centered on the shoulder. (REQUIRED)
- (d) Dark navy-blue clip-on tie, worn only with the long-sleeved shirt. (OPTIONAL)
- (e) Appropriate authorized accessories properly positioned on the uniform shirt.

- (f) Any crew neck T-shirt that is visible from an open collar must be white.
- (g) Dark blue turtleneck or mock turtleneck, plain, with no insignia, designs or embroidery, shirt to be worn with long-sleeve shirt with open neck. (OPTIONAL)

2. Pants

- (a) Navy blue uniform pants. Pants hemmed with no cuff, cut so that front crease of pant leg lightly touches top of shoe or boot in front (West Point Cut.) Cargo Pocketed pants, Blauer brand, Model #8980 Navy, #8965 Navy, Flying Cross brand, Model #39400 Navy, #38200 Navy. (Required)
- (b) Black mid-thigh shorts, pocketed. (Optional as part of the special events and warm weather assignments uniform.)

3. Footwear

- (a) Plain, rounded toe leather oxford or police service style shoe, black patent leather or highly shined. (REQUIRED)
- (b) Black police service-style boot, plain leather toe, highly shined, sole not to exceed 3/4-inch thickness, may not lace onto toe, 6" or 8" height, no side zippers, Original SWAT brand or similar. (OPTIONAL)
- (c) Black or navy-blue socks where any portion of sock is visible outside shoe or boot.
- (d) Black and gray Sorel snowpack boots may be used during heavy snow and extreme cold. (OPTIONAL)

4. Belt

- (a) Black leather, two-inch belt, plain or basket weave, with silver or gold buckle as per rank. (REQUIRED)
- (b) Radio holder as authorized.
- (c) Black leather basket weave handcuff case with standard double locking handcuffs, as issued by the department. (REQUIRED)
- (d) OC spray holder with Def-Tec brand First Defense OC spray canister, MK III or MK IV model, as issued by the department. (REQUIRED)
- (e) Black leather basket weave flashlight holder. (OPTIONAL)

5. Outerwear

- (a) Winter coat, authorized manufacturers, dark navy blue, police style, service coat, waist length, with authorized shoulder patches and sewn-on badge, shoulder straps, silver buttons. (OPTIONAL)
- (b) Fleece Jacket, Blauer brand, Model # 4650, authorized dark navy blue, police style, service jacket, waist length, with shoulder patches and sewn-on badge, shoulder straps, zip-up front. (OPTIONAL)
- (c) Raincoat or jacket, police service style, High-Vis yellow or clear plastic. (OPTIONAL)
- (d) Light windbreaker, Horace Small brand, model APX jacket, authorized dark navy blue, police style, waist length, with authorized shoulder patches and sewn-on badge, zip-up front. (OPTIONAL)
- (e) Black or navy-blue Woolly Pully, heavy-ribbed police style pullover sweater with appropriate patches. Sweater must be equipped with a place for a nameplate and cloth badge. (OPTIONAL)
- (f) High-Vis reflective police safety vest, Blauer Model #340P, breakaway. High-Vis yellow, with “POLICE” logo front and back. **(REQUIRED FOR ALL POLICE PERSONNEL DIRECTING TRAFFIC OR TRAFFIC- RELATED SPECIAL EVENTS)**

6. Headgear

- (a) Dark navy-blue baseball cap with “Ogden City Community Service Officer” department approved logo embroidered on front of the cap. (OPTIONAL)

7. Accessories

- (a) Nameplates, ½-inch wide and 2-1/2-inch long, silver with navy blue or black lettering to be worn on all shirts, 1/4-inch above the top seam of the right pocket, centered on the pocket. (REQUIRED)
- (b) Service stars, awarded by the department, to denote increments of five years of regular service to the Ogden City Police Department, silver. (OPTIONAL)
- (c) Badge, silver with Community Service Officer lettering, as issued by the department. (REQUIRED)

- (d) Medals and ribbons awarded by the department or the Weber-Morgan Narcotics Strike Force. Medals and ribbons may be worn on all uniform shirts in an ascending column, 1/4-inch above the service stars, if worn, or the nameplate. Nothing will be worn above the medal ribbon. (OPTIONAL)

C. Parking Enforcement Officers and Special Services Coordinator

1. Shirt

- (a) Long-sleeved, approved light blue polo shirt with embroidered badge.
- (b) Short-sleeved, approved light blue polo shirt with embroidered badge. Shoulder patch, as specified by the department, sewn on both shoulders of the shirt, ½-inch below the shoulder seam and centered on the shoulder. (REQUIRED)
- (c) Any crew neck T-shirt that is visible from an open collar must be white.
- (d) Dark blue turtleneck, or mock turtleneck, plain, with no insignia, designs or embroidery, shirt to be worn with long-sleeve shirt with open neck. (OPTIONAL)
- (e) Special Services Coordinator's may wear the department approved alternative uniform listed in policy.

2. Pants

- (a) Navy blue uniform Pants. Pants hemmed with no cuff, cut so that front crease of pant leg lightly touches top of shoe or boot in front (West Point Cut.)
 - i. Cargo Pocketed Pants, Blauer brand, Model #8980 Navy, #8965 Navy. Flying Cross brand, Model #39300 Navy.
 - ii. Four-Pocketed Plain Pants (Non-cargo), Blauer brand, Model #8950 Navy, ##8650 Navy. Flying Cross brand, Model #39400 Navy, #38200 Navy. (REQUIRED)
- (b) Black mid-thigh shorts, pocketed. (OPTIONAL AS PART OF THE SPECIAL EVENTS AND WARM WEATHER ASSIGNMENTS UNIFORM)

3. Footwear

- (a) Plain, rounded toe leather oxford or police service style shoe, black patent leather or highly shined. (REQUIRED)
- (b) Black leather ranch Wellington boot, plain toe, highly shined. (OPTIONAL) Black police service style boot, plain leather toe, highly shined, sole not to exceed 3/4-inch thickness, may not lace onto toe. (OPTIONAL)

- (c) Black or navy-blue socks where any portion of sock is visible outside shoe or boot.
- (d) Black and gray Sorel snowpack boots may be used during heavy snow and extreme cold. (OPTIONAL)

4. Belt

- (a) Black leather, two-inch belt, plain or basket weave, with silver buckle. (REQUIRED)
- (b) Radio holder as authorized.
- (c) OC spray holder with Def-Tec brand First Defense OC spray canister, MK III or MK IV model, as issued by the department. (OPTIONAL)
- (d) Black leather basket weave flashlight holder. (OPTIONAL)

5. Outerwear

- (a) Winter coat, authorized manufacturers, dark navy blue, police style, service coat, waist length, with authorized shoulder patches and sewn-on badge, shoulder straps, silver buttons. (OPTIONAL)
- (b) Fleece Jacket, Blauer brand, model #4650, authorized dark navy blue, police style, service jacket, waist length, with shoulder patches and sewn-on badge, shoulder straps, zip-up front. (OPTIONAL)
- (c) Raincoat or jacket, police service style, High-Vis yellow or clear plastic. (OPTIONAL)
- (d) Light windbreaker, Horace Small brand, model APX jacket, authorized dark navy blue, police style, waist length, with authorized shoulder patches and sewn-on badge, shoulder straps, zip-up front. (OPTIONAL)
- (e) Black or navy-blue Wooly Pully, heavy-ribbed police style pullover sweater with appropriate patches. Sweater must be equipped with a place for a nameplate and cloth badge. (OPTIONAL)
- (f) Baseball style hat, navy blue with embroidered white "Ogden City Parking Enforcement" department approved logo embroidered on front of the cap. (OPTIONAL)
- (g) UV Protection sun hat, navy blue with embroidered white "Parking Enforcement". (OPTIONAL)
- (h) High-Vis reflective police safety vest, Blauer Model #340P, breakaway. High-Vis yellow, with "POLICE" logo front and back. (REQUIRED FOR ALL POLICE PERSONNEL DIRECTING TRAFFIC OR TRAFFIC-RELATED SPECIAL EVENTS)

D. Animal Service Officers

1. Footwear

- (a) Plain, rounded toe leather oxford or police service style shoe, black patent leather or highly shined. (REQUIRED)
- (b) Black leather ranch Wellington boot, plain toe, highly shined. (OPTIONAL)
- (c) Black police service style boot, plain leather toe, highly shined, sole not to exceed 3/4-inch thickness, may not lace onto toe. (OPTIONAL)
- (d) Black or tan/khaki socks where any portion of sock is visible outside shoe or boot.
- (e) Black and gray Sorel snowpack boots may be used during heavy snow and extreme cold. (OPTIONAL)

2. Pants

- (a) Cargo Pocketed Uniform Pant, Tru-Spec brand, green in color. (REQUIRED)

3. Shirt

- (a) Long-sleeved, tan/khaki, two front pockets with three-point flaps, shoulder straps the same color and fabric as shirt, tan buttons. (REQUIRED AUTHORIZED MANUFACTURERS ONLY)
- (b) Short-sleeved, tan/khaki, two front pockets with three-point flaps, shoulder straps the same color and fabric as shirt, tan buttons. (REQUIRED AUTHORIZED MANUFACTURERS ONLY)
- (c) Polo-style shirt with insignia and color as authorized by the Department. (OPTIONAL)
- (d) Appropriate authorized accessories properly positioned on the uniform shirt.

4. Outerwear

- (a) Winter coat, only authorized manufacturers, brown, police style, service coat, waist length, with shoulder patches and sewn-on badge, shoulder straps, silver buttons. No accessories worn on outside of winter coat. (OPTIONAL)
- (b) Softshell fleece jacket, Blauer brand, model #4660, authorized brown, police style, service jacket, waist length, with shoulder patches and sewn-on badge, zip-up front. (OPTIONAL)

- (c) Baseball style hat, black with embroidered white “Ogden City Animal Services”. (OPTIONAL)
- (d) Black beanie/skull stocking caps are approved during cold weather months. Caps will have “Ogden City Animal Services” embroidered in white on front. To maintain consistency in font size and logo embroidery, A-1 Uniform is the only approved source for purchase. (OPTIONAL)
- (e) Black fleece or knit headband/ear warmers are approved during cold weather months. (OPTIONAL)

5. Belt

- (a) Black leather, two-inch belt, plain or basket weave, with silver buckle. (REQUIRED)
- (b) Radio holder as authorized.
- (c) OC spray holder with Def-Tec brand First Defense OC spray canister, MK III, or MK IV model, as issued by the department. (OPTIONAL)
- (d) Black leather basket weave flashlight holder. (OPTIONAL)
- (e) Taser holster with Taser as approved by the Department Taser instructor. (OPTIONAL)

6. Accessories

- (a) Nameplates, ½-inch wide and 2-1/2-inch long, silver with black lettering to be worn on all shirts, 1/4-inch above the top seam of the right pocket, centered on the pocket or embroidered in black thread. (REQUIRED)
- (b) Service stars, awarded by the department, to denote increments of five years of regular service to the Ogden City Police Department, silver. (OPTIONAL)
- (c) Badge, as issued by the department. (REQUIRED)
- (d) Medals and ribbons awarded by the department. Medals and ribbons may be worn on all uniform shirts in an ascending column, 1/4-inch above the service stars, if worn, or the nameplate. Nothing will be worn above the medal ribbon. (OPTIONAL)

7. On-Call Uniform

The on-call Animal Services Officer will wear the regular duty authorized uniform when responding to calls for service. The officer’s appearance will be professional and represent the office they serve.

V. UNIFORM REQUIREMENTS

A. Dress Uniform

Authorized footwear, military pink pants, belt, white shirt, black tie, dress jacket for staff level officer with accessories, eight-point hat. White gloves and silver or gold braid may be worn for funerals. (OPTIONAL FOR UNIFORM OFFICERS)

B. Class A Uniform

Alternate dress uniform, authorized footwear, four-pocketed plain, navy blue pants (non-cargo), belt, duty belt, long-sleeve shirt with accessories, tie, winter coat or jacket. Eight-point hat is mandatory when uniform used as alternate dress uniform. (REQUIRED FOR UNIFORM OFFICERS)

C. Class B Uniform

Duty uniform only, not to be worn where dress or alternate dress uniforms are appropriate. Authorized footwear, pants, belt, duty belt, short-sleeve or long-sleeve shirt with accessories, jacket, baseball style hat.

D. Special Events and Warm Weather Assignments Uniform

Upon approval from the Chief of Police or his designee, Officers may wear the following attire for a Special Event or Warm Weather Assignment.

1. Footwear

- (a) Plain, rounded toe leather oxford or police service style shoe, black patent leather or biking/athletic shoe, color consisting of primarily black.
- (b) Black ankle socks.

2. Shorts

- (a) Navy blue or black approved mid-thigh shorts, pocketed.

3. Shirt

- (a) Short-sleeved, dark navy blue Blauer, three-button, under-vest uniform shirt. Short-sleeved, dark navy blue Propper "Ice", three-button, polo style uniform shirt. May be worn as a duty uniform with the cloth OPD Badge on the left chest and Rank with first or middle and last name embroidered on the right chest. When worn as an under-vest shirt, visible portions of the shirt must conform to current clothing requirements outlined in this policy. Under-vest shirt to be worn under approved external uniform ballistic carriers only.

- (b) Short-sleeved, white, two front pockets with three-point flaps, shoulder straps the same color and fabric as shirt, white buttons.
- (c) Short-sleeved, white Propper “Ice”, three-button, polo style uniform shirt. Cloth OPD Badge on the left chest and Rank with first or middle and last name embroidered in black on the right chest.

4. Headwear

- (a) Navy blue or black baseball style hat or Navy blue UV Protection sun hat embroidered in accordance with this policy and the officer’s or employee’s current assignment.
(OPTIONAL)

E. Physical Fitness Testing Attire

1. The 4 Event Battery Test will be taken in appropriate gym clothing consisting of conservative and modest shorts or sweat/yoga type pants, t-shirt, sweat shirt, or exercise top and footwear.
2. The JTST, as a “Job Task Simulation Test,” will be taken in duty footwear, a duty-style pant, a duty-style shirt, body armor, and a fully equipped duty belt. Gloves are recommended for the performance of the JTST.

- F. The SWAT Team, bicycle officers or officers on other special assignments may wear uniforms or clothing as prescribed by the office of the Chief of Police.

G. Plainclothes and Other Duty Dress

1. All male officers in plainclothes assignments shall dress in appropriate business attire to include dress slacks, dress shirt and appropriate necktie. Suits or sport coats are encouraged. A Necktie is not required if pullover sweater is worn. All female officers in plainclothes assignments shall dress in appropriate business attire to include conservative dress, suit, pantsuit or slacks with a matching blouse. No Levi or Wrangler style jeans are permissible. Conservative business style footwear authorized for male and female officers. Cowboy boots, athletic shoes, lumberjack boots, etc. are not authorized. Outerwear for both male and female officers will include a conservative zipper or button style jacket (cloth or leather.) No lumberjack, baseball, football, or other casual jackets are authorized. Plainclothes officers will carry their badge and identification card in such a manner as to be quickly and easily displayed when needed. Detectives will keep their soft body armor and police jacket available at all times. A police jacket is a long sleeve, wind breaker-type jacket that shall have at a minimum, the word “POLICE” in large block letters across the back and either an embroidered or screen printed replica of the Department badge or the word “POLICE” in large block letters on the front.

2. An alternative plainclothes duty uniform will be as follows: Black, appropriately sized, polo shirt, with appropriate badge in the usual location and with Rank+Name embroidered on the right chest with the OPD Unit embroidered above it. Pressed khaki-colored cargo pants brand Propper Kinetic, Tru spec 24-7 series, Vertx Phantom Ops or 5.11 Stryke. Black baseball style hat with embroidered silver or gold "Ogden City Police" department approved logo based on rank. Hats may also include embroidered text which identifies the officer's bureau or divisional assignment. Worn with the alternative plainclothes duty uniform only. The OPD duty belt may be used, or a black leather belt containing the approved holster, mag pouches, handcuffs and at least one form of intermediate-level force.
3. The alternative duty uniform may be the primary duty uniform for daily use. Current body armor rules apply. This uniform is not appropriate for court or other official proceedings; the plainclothes suit dress policy still applies to those events. This is a uniform and, as such, will be maintained in such a manner as to present a very professional appearance. Supervisors will monitor and ensure the standard.
4. Effective immediately, but not retroactively, officers transferred to a specialty will receive a one-time \$250.00 stipend to purchase additional clothing or items necessary to the assignment. The stipend does not apply to returning to Patrol. Officers being assigned to SWAT will receive a one-time \$500.00 stipend.
5. When attending any training or other event for which the employee is being compensated, the employee will dress in accordance with the professional appearance provided in this policy. For training or other events for which the employee is being compensated, the employee will wear business casual attire including collared casual shirts, dress shirts, sweaters, polo-style shirts, turtlenecks, slacks similar to Dockers and other makers of cotton or synthetic material pants, with pressed cargo pants and dress pants also acceptable. Female employees shall dress in appropriate business or business casual attire. Business attire includes conservative dress, suit, pantsuit, or slacks with a matching blouse. Business casual attire also includes collared casual shirts, dress shirts, sweaters, polo-style shirts, turtlenecks, casual dresses, casual skirts, skirts that are split at or below the knee, cargo pants, and dress synthetic pants. Footwear for males and females will be full shoe with closed toe and socks. Females wearing dresses or skirts may wear footwear appropriate to the clothing. All grooming standards apply.

H. Ogden Metro Gang Task Force

1. Plainclothes dress policy to be followed when majority of time for the day is spent in the office, at court or when contacting members of the community. As part of the dress, all investigators will carry, at a minimum, authorized firearm in an authorized holster, at least one spare magazine, and handcuffs. When the firearm is visible, it is required that the detective badge be displayed next to the firearm so that anyone seeing the firearm also sees the badge. Detectives will keep their soft body armor and police jacket available at all times. A police jacket is a long sleeve, wind breaker-type jacket that shall have at a

minimum, the word "POLICE" in large block letters across the back and either an embroidered or screen printed replica of the Department badge or the word "POLICE" in large block letters on the front.

2. Field dress will include a unit-approved and authorized polo-style short or long-sleeved shirt (seasonal) that has the badge embroidered on the front upper chest area and is of standardized unit color in blue, black, tan, or gray. Authorized pants are black or tan cargo utility style pants. Business style dress slacks and pants are also authorized. Footwear for utility pants same as authorized for uniform patrol. Conservative business style footwear for business style pants. Detectives will wear soft body armor under their shirts. External ballistic vest carriers are approved for use and are required to be black in color. The external carrier will have molle webbing for allowing the carrying of pouches and other equipment. The carrier will have "POLICE" on the front and "GANG UNIT" on the back in white lettering. Police jackets will be immediately available. As part of the dress, all investigators will carry, at a minimum, authorized firearm in an authorized holster, at least one spare magazine, and handcuffs. The detective badge will be displayed next to the firearm. Detectives may wear a uniform duty belt or an approved nylon duty belt. Outerwear will be the police jacket, a uniform jacket or coat, or conservative business style outerwear. Detectives will dress as necessary for covert operations.

I. Community Policing

1. Community Police officers are recognized by their unique patch. Because of their distinctive yellow "Community Police" patch they can be easily spotted. Community Police officers are required to wear the approved load bearing ballistic carrier with the "Community Police" patch on the back when in public.
2. Community Police are involved in a variety of different assignments throughout their shift. Because of these assignments, officers assigned to the Community Police unit will wear one of the following authorized uniforms based on the planned activities for the day.

J. Bike Patrol

1. This uniform is to be worn on days with planned bike patrols. The uniform will consist of the following authorized items:
 - (a) Navy blue shorts or long navy-blue biking pants
 - (b) Biking/athletic shoe
 - (c) Black ankle socks
 - (d) Nylon duty belt and accessories
 - (e) Bicycle helmet- when bike is in operation
 - (f) Protective eyewear- when bike is in operation

K. Field Operations

1. This uniform is to be worn for planned operations that require officers to participate in extreme or hazardous activities. (prior approval required by unit Sergeant). The uniform will consist of the following authorized items:
 - (a) Navy blue utility style pants (True-Spec or similar style- as authorized by Bureau Commander)
 - (b) Nylon duty belt and accessories

J. Court Attire

1. Court attire for employees will be authorized uniform, suit or dress slacks, dress shirt and appropriate necktie, dress, suit, pantsuit, or slacks with matching blouse.

K. Mourning Band and Mourning Badge

1. Uniformed employees shall wear a black mourning band across the uniform badge whenever a law enforcement officer is killed in the line of duty. The mourning band shall be worn horizontally across the center of the badge. The width of the black band should not exceed ½ inch. The following mourning periods will be observed:
 - (a) An officer of the Department – from the time of death until midnight on the 30th day after the death.
 - (b) An officer from this or an adjacent county – from the time of death until midnight on the day of the funeral.
 - (c) January 2nd thru January 8th of each year to commemorate Agent Jared Francom (1 week).
 - (d) May 25th thru May 31st of each year to commemorate Officer Nate Lyday (1 week).
 - (e) May 15th of each year on Police Memorial Day (1 day).
 - (f) Funeral attendee – while attending the funeral of an out-of-region fallen officer.
 - (g) Any time the wearing of a mourning band is appropriate and authorized.
 - (h) Any time designated by the Chief of Police.
2. The purchase and wearing of the metal Mourning Badge is optional.

L. Breast Cancer Awareness Badge and Shoulder Patch

1. The “pink” metal Breast Cancer Awareness Badge and “pink” OPD shoulder patch have been approved for department wear under the below guidelines:
 - (a) During the month of October of each year, which is nationally recognized as Breast Cancer Awareness Month. (October 1st through October 31st)
 - (b) Pink OPD shoulder patches may be worn during the designated wear period.
 - (c) Other wear periods are at the discretion of the Chief of Police

2. The purchase and wearing of the metal badge and/or patch are optional. During the designated wear period, Officers may choose to wear one or both accessories.

M. Civilian Attire

1. There are civilian assignments within the Department that do not require the wearing of a uniform because recognition and authority are not essential to their function. There are also assignments in which the wearing of civilian attire is necessary.
2. Civilian employees, except those required to wear a department approved uniform listed in policy (e.g. Animals Services, CSO, and Parking Enforcement), shall dress in appropriate business casual attire. The Department recognizes business casual dress as:
 - (a) Slacks, khakis or non-faded pant, dress shirt or blouse, open-collar or polo shirt, optional tie or seasonal sport coat, a dress or skirt at knee-length or below, a tailored blazer, knit shirt or sweater, loafers, dress shoes, heels, or flats.
 - (b) All employees shall wear clothing that fits properly, is clean and free of stains, and not damaged or excessively worn.
 - (c) The following items shall not be worn while on duty unless specifically authorized by the Office of the Chief of Police or designee.
 - Tee-shirts or tank tops
 - Flipflops or slippers
 - Sneaker, athletic, gym or runner type shoe
 - Swimsuits, shorts, tube tops or halter tops
 - Sweat pant, yoga pant, pajama pant or joggers
 - Blue Jeans
 - Spandex type pant or see-through clothing
 - Distasteful or suggestive printed logos, buttons, or pins
3. Variations from this policy are allowed at the discretion of the Chief of Police or designee when the employee's assignment or current task is not conducive to the wearing of such clothing.
4. No item of civilian attire may be worn on-duty that would adversely affect the reputation of the Ogden Police Department or the morale of the employees.
5. At the discretion of the Office of the Chief of Police or designee, the Department shall furnish civilian employees, depending on assignment, with an approved alternative uniform polo shirt if appropriate (e.g. community presentations, job fairs, recruitment etc.).

N. Jewelry, Body Piercing and Tattoos

Conservative watches and rings may be worn with all uniforms. Female officers or CSOs may wear conservative, stud style earrings, one per ear; however, larger or ring style earrings, or more than one per ear are prohibited with duty uniforms as they have a higher potential for injury to female officers engaged in uniform police work. Male officers will not wear any earrings. No necklaces, medallions, or other jewelry items will be worn exposed.

All OPD employees will be governed by the following provisions governing body piercings and related jewelry, and tattoos:

“Representing the Ogden Police Department” includes any off-duty employment that involves use of police authority granted under employment with the Ogden Police Department, any off-duty employment where the police vehicle is utilized and/or the uniform or any markings indicating employment with the Ogden Police Department are utilized, or any off-duty employment where the officer is identified as an Ogden Police officer for the purpose of credibility in the employment, e.g. teaching at any of the Law Enforcement Academies or institutions of higher learning.

“Visible” means that while wearing the uniform or any of its variations within Policy 23, and while engaged in any of the activities and/or duties required of an OPD Officer.

Body piercing and related jewelry will not be visible at any time with the OPD uniform, or any of its variations within Policy 23, or at any time while representing the Ogden Police Department at training, court, or in any on-duty status, regardless of location, job, or assignment.

Tattoos may be visible based on the following criteria:

1. The tattoos are not vulgar, profane, racist, or of a subject, wording, or depiction not in keeping with law, policy, or the professional standards of the Ogden Police Department.

(Na.) Tattoo Restrictions: Hands & Wrists

1. Department employees shall not be permitted to have tattoos on the wrists, hands, fingers, or palms unless:
 - (a) the tattoo is located on the ring finger and is designed to resemble a single, traditional ring; or
 - (b) the tattoo is located on the inside of a finger or thumb; and
 - (c) the tattoo meets general tattoo professionalism guidelines outlined in section (V)(N)(1) of Ogden Police Department Policy No. 23: *Authorized Uniform and Equipment*.
2. For purposes of this policy, “traditional ring” means a band-style tattoo that is located at the base of the finger where the finger meets the hand and does not exceed one-half of an inch (1/2”) in width.

3. For purposes of this policy, the “inside of a finger or thumb” means the area of skin along the length of any finger or thumb that faces an adjacent finger and is completely concealed when the fingers are fully extended and held together. It does not include skin on the top (knuckle-side), bottom (palm-side), or outermost edge of the index finger, pinky finger, or thumb.

(Nb.) Tattoo Restrictions: Head, Neck, & Ears

1. Department employees shall not be permitted to have tattoos on the head, face, or neck unless:
 - (a) the tattoo is fully contained in the area immediately posterior to the ear; and
 - (b) the tattoo meets general tattoo professionalism guidelines outlined in section (V)(N)(1) of Ogden Police Department Policy No. 23: *Authorized Uniform and Equipment*.
2. For purposes of this policy, the “area immediately posterior to the ear” means the area of skin behind the ear and within a spatial boundary defined by the following criteria:
 - (b) The upper boundary is the horizontal plane located at the highest point of the earlobe.
 - (c) The lower boundary is the horizontal plane located one-half inch (1/2”) below the lowest point of the earlobe.
 - (d) The forward boundary is located and defined by the rear edge of the ear where it meets the head.
 - (e) The rear boundary is located one inch (1”) backward from the forward boundary.

(Nc.) Tattoo Pre-Authorization

1. Employees considering a tattoo authorized under sections N(a) or N(b) must receive pre-approval from the Chief of Police to ensure the tattoo’s placement, size, and content meet the criteria enumerated in N(a)(1)(a–c) and N(b)(1)(a–b).
2. The Chief of Police has final decision on whether any tattoo is in keeping with this policy and his/her decision is not appealable. The Chief of Police may, at his/her sole discretion, order the covering of any tattoo. Officers considering new or additional tattoos which may be questionable under this policy are advised to review the tattoo(s) with the Chief’s Office prior to application.

O. Grooming

1. Hair:
 - (a) Male: Neatly cut, tapered, or blocked in the back, with hair not touching collar when officer is standing. Must not cover any portion of the ear. Must not interfere with the wear of any authorized headgear, nor curl or flare out from under headgear when worn. Sideburns will be neat, trimmed and squared and will not extend below the bottom of the ear.

- (b) Female: Neatly styled and cared for. Must not present an unkempt appearance under working conditions. Must be in a bun or other similar style when headgear is worn.
2. Mustaches will be neat, trimmed and will not present an unkempt appearance under working conditions. May extend laterally one-half inch beyond the corner of the mouth but will not extend below the corner of the mouth or below the edge of the upper lip. Fu Manchu and handlebar style mustaches are prohibited.
 3. Beards may be worn, where approved by the Chief of Police. Civilian employees are allowed to have facial hair that is neatly trimmed and conservative in appearance.
 4. Sworn employees with the desire to grow facial hair must submit a written request to their immediate supervisor stating their intention before they stop shaving. See *APPENDIX 1*
 5. If approved, supervisors will submit completed letters of intent to the Department's office administrator to be catalogued in the requesting employee's file.
 6. Sworn employees shall maintain either a clean-shaven appearance or a facial hair style as described in this subsection. Examples of approved facial hair styles for sworn employees are depicted in *APPENDIX 2*.
 - (a) Employees will be permitted to wear a full goatee or full beard in uniform or on-duty so long as the facial hair is maintained in a manner that presents a groomed and professional appearance.
 - (b) The facial hair must not interfere with the wearing of any necessary police equipment or expose the wearer to undue risk or hazard.
 - (c) The mustache portion of any goatee or beard may not extend laterally more than one half inch (1/2") from the corner of the mouth and will be trimmed so that both lips are visible.
 - (d) Goatees shall cover the jawline and shall be neatly trimmed and conservative in appearance. The cheeks, jawline, and neck shall remain clean shaven. Goatees shall not extend more than one-half inch below the bottom of the chin.
 - (e) Beards shall cover the jawline and shall be neatly trimmed and conservative in appearance. The beard shall follow the natural contour of the face and jawline and stop just above the Adam's apple.
 - (f) No facial hair shall exceed one-half inch (1/2") in length when laying naturally and measured out from the face.
 - (g) To keep employees from constantly being in the state of initial facial hair growth (i.e., shaving and starting a new beard within a few days or weeks), no employee shall be allowed to start a beard more than two (2) times within any 12-month period unless

special circumstances exist, and permission is granted by the Chief of Police. Additionally, employees must begin any facial hair growth on their off days and must have a minimum of two days growth to wear facial hair while in uniform or on-duty.

- (h) If a beard/goatee is grown during an absence from duty or while assigned to plainclothes duty for a period sufficiently long enough to grow the beard or goatee to meet the above standards (outside of the two (2) times within any 12-month period), upon returning to duty, the officer may present himself to his immediate supervisor for verbal approval, to ensure the above standards have been met.
- (i) No extreme styles of facial hair will be permitted. All segments of facial hair which are worn must be connected. Mutton chops, pencil beards, chin straps, chin curtains, stubble, etc., will not be permitted. The Chief of Police shall have final approval in determining what is considered extreme.
- (j) The beard must attach to sideburns and come down along the cheekbone and be no higher than the corners of the mouth.
- (k) It is recognized that some employees will not be capable of growing facial hair that has a neat appearance. Employees will not be allowed to wear facial hair that does not have an even, neat, clean, and well-trimmed appearance. If a supervisor determines facial hair is not in conformance with policy, they will require an employee to shave.
- (l) An employee who has been directed to shave due to violations of this policy on more than two occasions will be subject to progressive discipline and may be permanently prohibited from wearing facial hair while in uniform or on duty.
- (m) At the discretion of the Chief of Police, employees serving in some special assignments may be prohibited from wearing facial hair. Members of Ogden Police Honor Guard are *not* authorized to wear a beard or a goatee when acting on behalf of the Honor Guard while in dress uniform. Members of Ogden Police who are assigned to the Ogden Metro SWAT Team will be governed by the Ogden Metro SWAT Policy (at the discretion of the SWAT Commander) so long as that policy is not less stringent than the guidelines within this policy.
- (n) At the discretion of the Chief of Police, employees serving in some special assignments, e.g. undercover, may be exempted from the requirements of this policy related to facial hair.
- (o) Supervisors at all levels of the organization shall be responsible to ensure compliance with this policy by their subordinate personnel. Compliance should be maintained through daily observation and through regular uniform and grooming inspections.
- (p) Employees with facial hair must have a shaving kit available in the event their facial hair does not fall within the guidelines of this policy.
- (q) The Chief of Police shall maintain final approval over the continuation of the facial hair section of this policy.

OGDEN POLICE DEPARTMENT

FACIAL HAIR NOTIFICATION & REQUEST FOR APPROVAL

I am submitting this letter in accordance with Policy 23: Authorized Uniform & Equipment, which requires that I notify my immediate supervisor of my intent to grow facial hair. This letter acknowledges that I have read the facial hair requirements established by policy, and that I intend to comply with all listed criteria. This letter additionally acknowledges that I have not submitted more than 2 similar requests in the preceding 12 months.

I understand that authorization to grow or maintain facial hair can be revoked at any time if my supervisor, or any other Ogden Police Department supervisor, determines that my facial hair is no longer compliant with policy. I further understand that a knowing violation of the facial hair requirements enumerated in policy may result in disciplinary action.

Employee Name _____

Employee Signature _____

Supervisor Name _____

Supervisor Signature (Approval) _____

SUPERVISOR INSTRUCTION: If approval for facial hair growth is granted, this form must be submitted to the Department's office administrator to be catalogued in the requesting employee's file. Approval for facial hair growth should not be granted until the reviewing supervisor has confirmed that the requesting employee has not submitted more than 2 requests in the preceding 12 months.

APPENDIX 2

The following figures depict approved facial hair styles for sworn employees as described in this Policy.



Figure 1



Figure 2



Figure 3



Figure 4



Figure 5

Figure 1: Clean Shaven

Figure 2: Mustache

Figure 3: Goatee with adjoining mustache

Figure 4 & 5: Beard and adjoining mustache