


<b>SHELBYVILLE FIRE &amp; RESCUE STANDARD OPERATING PROCEDURES</b>		
	<b>SECTION: Membership</b> <b>SUBJECT: Body Art &amp; Jewelry</b>	S.O.P: 102.03
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	<b>Approved By:</b>	<b>Effective Date:</b> December 1, 2012  <b>Revision Date:</b>

***Scope:***

All members of the Shelbyville Fire & Rescue Department

***Purpose:***

To create an accepted standard of practice for the display of body Adornments while on duty

***Definitions***


***Duty:***

Any point in time when paid staff or part time staff members is working a scheduled shift other than making an off duty run. Any point in time when a member of the volunteer or junior firefighter staff is attending a fire department sponsored function other than that of a run that does not fall within times as duty time. These sponsored functions include but are not limited to trainings and prevention details.

***Policy***

***Tattoo Display***

- All members of the department shall have all tattoos suitably covered while on duty, or performing any function that is covered while on duty, or performing any function that is considered on duty other than the making of an off duty run by a paid or volunteer member.
- Members may sleep with tattoos uncovered while on duty as long as they are covered when making an on duty run.
- Suitable coverings are: hair, sleeves, bandages, or flesh tone make up. If a tattoo is minimally exposed under a sleeve or hair, the covering must meet the approval of the on duty shift supervisor.
- Tattoos may be uncovered while performing required physical fitness training as long as the member isn't exercising at a public

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*Jewelry*

- ***Earrings***
  1. All members of the department shall be limited to one stud earring in each earlobe while on duty. Hoops are not permitted.
  2. All earrings and body piercing jewelry not permitted must be removed while on duty. If they cannot be removed, then they must be replaced with a clear stud or covered as discreetly as possible. All clear studs and coverings must meet the approval of the on duty shift supervisor.
  
- ***Rings***
  1. All members shall be allowed to wear one ring on either hand while on duty.
  2. This ring shall be configured as to not interfere with the donning or doffing of any gloves that need to be worn over the course of their duties.
  3. A wedding band and engagement ring shall count as one ring.
  
- ***Necklaces***
  1. All members shall be allowed to wear one necklace while on duty.
  2. Every effort must be made to keep necklace under uniform t-shirt and dress shirt at all times.
  
- **Any jewelry considered vulgar or offensive by the on duty shift supervisor shall be removed.**