

Dress Code

Policy Statement

Sheriff's Office members must project a consistent, professional appearance when on duty to maintain the public's confidence in our ability to accomplish our missions.

Persons Affected

All Sheriff's Office employees and volunteers

Directives Affected

Rules and Regulations Manual Section 13.19.3 – canceled

See also [Personal Appearance](#) and [Uniforms](#) policies.

Definitions

Business casual - a style of clothing that is less formal than traditional business wear (e.g., suits) but is still intended to give a professional and businesslike impression

Conservative (of dress or taste) - modest, unobtrusive, restrained

Employee Responsibilities

While engaged in their regular duties or representing the Sheriff's Office, all employees and volunteers will wear clothing that:

- (a) Appears neat and clean and does not look significantly worn, damaged or faded.
- (b) Conceals the majority of the upper torso.
- (c) Fits properly (i.e., not overly baggy or form-fitting).
- (d) Is free of any words or symbols that:
 - Advocate any political position.
 - Contain obscene, derogatory or demeaning language or symbols.
 - Depict racial, sexual, discriminatory or gang-related themes;
 - Display commercial names such as hotels, casinos, beverages, etc., other than small clothing brand logos.

Clothing Standards

When wearing civilian clothes while on duty, Sheriff's Office members will dress in a [conservative](#) manner that is appropriate to the duties to which they are assigned, taking into account factors such as:

- Environment (e.g., indoor vs. outdoor, weather)
- Public contact
- Safety
- Task nature (e.g., likelihood of soiling clothes)

Office

On-duty employees who are (1) primarily assigned to office or reception work or (2) who are attending a meeting or training will normally wear what is sometimes called [business casual](#), unless they are wearing uniforms. [Note: Employees who attend training in which their clothing may become soiled (e.g., defensive tactics, range) may wear [field](#) attire.]

Acceptable clothing that falls within this category includes but is not limited to:

| Item | Example | Examples of what is not acceptable |
|--|---|--|
| Blouses Collared shirts Sweaters | Polo Collared, button-up | Athletic apparel Spaghetti tops Sweatshirts Tank tops Tee shirts |
| Trousers, skirts or dresses | Dress slacks | Athletic apparel Common-style blue jeans Shorts Dresses/skirts shorter than 4" above knee Loose or baggy Cargo/BDU style pants |
| Shoes | Dress shoes Dress sandals Loafers | Flip-flops Tennis shoes |

Field

In addition to office wear, members performing work that requires more durable clothing or in which clothing more likely to become soiled may wear work attire such as:

- Cargo pants
- Carhartt®-style clothing
- Coveralls
- Hats
- Jeans
- Work boots or shoes
- Work-style shirts

Sheriff's Office Logos

Employees who are authorized to wear civilian clothes when on duty may wear *utility shirts* with an approved Sheriff's Office logo (see [Uniforms policy](#)). Non-commissioned personnel shall have the Sheriff's Office patch embroidered on the shirt instead of the badge.