



Kern County Sheriff's Office Policies and Procedures

TITLE: NON-UNIFORM DRESS - FEMALE		NO: K-810	
APPROVED: Donny Youngblood, Sheriff-Coroner			
EFFECTIVE: November 10, 1990	REVIEWED: 2/16/2018	REVISED: 7/14/2009	UPDATED: 2/16/2018

POLICY

Members of the Sheriff's Office performing duties while not in uniform shall conform to the regulations contained in this section. All clothing and footwear is to be neat, clean, and in good repair. Clothing that is close in coloration, fabric, and style to that of inmates housed in the employee's facility shall not be worn.

Members may be allowed to deviate from established policy only under special circumstances, such as a medical condition with accompanying doctor's note, and with approval of the section manager. Limited exceptions may be made by supervisors on a case-by-case basis, such as authorizing jeans and tennis shoes when a specific job task makes the dress code impractical.

Specialized units whose duties include covert or undercover operations are exempt from the requirements in this section during the performance of their related duties.

Except when in uniform or when doing so would have a tendency adversely affect their ability to perform an assigned duty, all personnel shall display their Sheriff's Office Identification Card prominently on their person whenever they are on any Sheriff's Office facility.

Detailed descriptions of italicized uniform items are found in K-300.

Female Dress:

- Except when necessary for protection from the elements, hats and headwear are generally inappropriate for non-uniform dress. When a hat is necessary, it shall be conservative, clean, in good repair, and free of any slogans or logos.
- Dress slacks, including Dockers style slacks are authorized for wear.
 - No jean-style pants, jean cut trousers or cargo pants.
 - No pants with outside pockets and/or outside stitching.
- Skirt or dress
 - No strapless, spaghetti strap, backless or tube top dresses or blouses unless covered by a jacket at all times while on duty.
 - In general, dresses or skirts will be no shorter than 3" above the knee. Due to physical characteristics, the 3" limit may be excessively short and the unit supervisor or Section manager may use his/her discretion to prohibit specific clothing items.
 - Conservative judgment is to be exercised in clothing with slits or vents.

- Blouse
 - *The Sheriff's Office polo shirt* is authorized for wear at the discretion of the section manager. The Sheriff's Office polo shirt will be worn tucked into the waistband of the pants.
 - Discreet clothing logos or approved Sheriff's Office graphics are permitted.
- While on duty, a brassiere that provides adequate support shall be worn.
- Hosiery, if worn, shall be conservative, professional, and appropriate to the rest of the ensemble.
- Footwear will be appropriate to the rest of the ensemble and must not interfere with job duties or safety standards.
 - Sandal wear of a professional appearance may be worn.
 - No athletic or running shoes.
 - No shoes with heels or platform soles in excess of three inches measured from the inside of the heel.
 - No flip flops of any type (leather or rubber).
 - No clogs, metal taps, soft-soled moccasins, wooden-soled shoes or bare feet.

The following clothing items are not conducive to a professional work environment and are therefore prohibited:

- Tube tops, halter-tops, tank tops, strapless tops, culottes, skorts, Capri pants, leggings, tights worn as outer garments and all outer garments constructed of sheer, mesh or transparent fabrics.
- Shorts (including Bermuda shorts and biking pants), sweat suits, jogging suits or gym clothing except when necessary for in-service training classes.
- Excessively open or low-cut garments
- Bare midriffs
- Revealing or skin-tight clothing
- Spaghetti strap tops or dresses
- Backless sun dresses
- Except when necessary for in-service training classes, undershirts or athletic t-shirts shall not be worn as outer garments.
 - T-shirts or attire worn as outer garments imprinted with any profane, offensive or vulgar logo, slogan, phrase or graphic are not permitted at any time.

K-810 - 2

EFFECTIVE: November 10, 1990	REVIEWED: 2/16/2018	REVISED: 7/14/2009	UPDATED: 2/16/2018
---	--------------------------------------	-------------------------------------	-------------------------------------