

BLOOMINGTON POLICE DEPARTMENT

STANDARD OPERATING PROCEDURE

DRESS CODE FOR DEPARTMENT PERSONNEL

Reviewed by: Assistant Gregory Chief Scott	Effective Date: July 1, 2005
Authorized by: Chief Clay Wheeler	Revision Date: May 30, 2018

It is the policy of the Bloomington Police Department to present a professional image to the citizens we serve. Because every employee may come into contact with citizens at any time, it is important for officers and civilian employees to present a professional image every day.

In addition to the provisions of Section 12 of the Rules and Regulations of the Bloomington Police Department, the following dress code will be observed by all employees of the Department.

Sworn Duty Attire – Non Uniform: Certain personnel, Divisions or Units, when authorized by the Chief Police may wear professional attire other than the duty uniform. Generally, this type of attire is defined as “Business Casual”. Appropriate business casual dress will include slacks or khakis, tucked in dress shirt or a blouse, tucked in 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, and dress shoes that cover all or most of the foot (clogs or slip on style shoes are not permitted). Clothing that contains large logos, lewd, obscene, or offensive graphic or textual content is not permitted. Clothing will be free of signs of wear such as fading, fraying tears and holes.

Court Appearances: All sworn employees appearing as a witness in court on official police business will wear either the official police uniform or appropriate business attire. All non-sworn employees appearing as a witness in court on official police business will wear appropriate business attire. "Appropriate business attire" for male employees includes a suit or sport coat, dress shirt, slacks, and tie. "Appropriate business attire" for female employees includes pant suit, skirt suit, dress blouse, slacks, sweater, jacket, or casual business dress.

Classroom Appearances: All Bloomington Police Department employees who are attending training in their official capacity will wear clothing appropriate for the type of training being offered. For example, ERU and K-9 officers may attend specialized training in the uniform worn during performance of those specific duties, yet be required to wear either the official uniform or suitable casual attire while attending core training. "Suitable casual attire" excludes the following: shirts without a collar, shorts, capris, sandals, clothing items with holes worn in them, and any clothing that contains lewd, obscene, or offensive graphic or textual content that might disrupt the classroom environment, the instructor, or other students. Clogs are prohibited.

Non-sworn Duty Attire: When reporting for work, all non-sworn employees are prohibited from wearing the following attire: jeans, shirts without a collar, shorts, tennis shoes, halter tops,

sweatshirts, clothing that exposes the midriff to view, clothing items with holes worn in them, and any clothing that contains lewd, obscene, or offensive graphic or textual content that might disrupt the work environment or present a nonprofessional image. Non-uniformed non-sworn female personnel are allowed to wear sandals providing there is no strap between the toes (thongs) and the majority of the arch (instep) of the foot is covered. Flip flops and clogs are prohibited.

The requirements established in General Order 2003-2 are in addition to the Personal Appearance provisions of the City of Bloomington Employee Handbook.

This dress standard does not apply to detectives assigned to the U.S. Marshall's Task Force, the Vice/Narcotics Unit, and Task Force 6. Detectives assigned to the U.S. Marshall's Task Force are expected to dress in a clean and neat fashion. Jeans may be worn as long as they are neat and clean. Detectives assigned to the Vice/Narcotics Unit should not wear any clothing that is offensive or too revealing. Detectives, while dressing to fit in with the public, must not lose sight of the professional image which the Bloomington Police Department presents when interacting with the public.