



## TRANSIT POLICE

# PERSONAL APPEARANCE – SWORN MEMBERS

Effective Date: September 12, 2005

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Reviewed Date:

Frequency of Review:

Officer of Primary Responsibility: Deputy Chief Officer Administrative Support

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## POLICY

### Summary

Members are required to maintain professional personal appearance in accordance with this policy, which will help support employee and public safety, and enhance the public's confidence in the Transit Police.

### Definitions

BCPPS – British Columbia Provincial Policing Standards, as amended from time to time.

Member – Designated Constable, the Chief Officer or a Deputy Chief Officer of the Transit Police. [NOTE: For the purpose of this policy, any other sworn 'peace officer' employed by the Transit Police must also comply with policy.]

Police Act – British Columbia *Police Act*, as amended from time to time.

Metro Vancouver Transit Police (Transit Police) – The operating name of the South Coast British Columbia Transportation Authority Police Service.

### General

1. The Transit Police will ensure that Members present a professional and well-groomed appearance on duty, while supporting employee and public safety.
2. Members will comply with the requirements outlined in this policy and as otherwise directed by the Chief Officer, and as required by the law (e.g., *Workers Compensation Act* and associated regulations, and *BC Police Act*).

[See also Transit Police policy chapter [AC150 – Uniforms, Insignia and Dress Standards](#) for additional information regarding professional appearance.]

## PROCEDURES

### Hair

3. Members will comply with the following requirements regarding grooming/personal appearance of their hair:
  - (1) Hair is to be clean, neatly trimmed and present a groomed appearance;
  - (2) Hair must not interfere with job performance and should be consistent with a professional appearance;
  - (3) The length of hair and manner in which it is kept may pose an officer safety risk, and, as a result, Members are required to maintain and wear their hair so as to limit such hazard;
  - (4) Extreme hair colors that are unnatural are not permitted;
  - (5) Any hair accessories applied must not interfere with job performance (pose officer safety risk) or cause a distraction, and be consistent with a professional appearance (e.g., be black or close to the color of the hair).

### Facial Hair

4. On-duty Members must be clean shaven (at the start of duty), except when a beard or goatee is grown, in accordance with the following requirements:
  - (1) Members may only grow beard/goatees during periods of extended absence from duty;
  - (2) A Member's beard/goatee will be modified and maintained to accommodate Transit Police equipment when operationally required;
  - (3) Facial hair will be neatly trimmed and present a groomed appearance;
  - (4) Sideburns are not to extend below a line horizontal with the bottom of the earlobe;
  - (5) Hair and facial hair will not create a hazard or obstruct vision in the execution of a Member's duties, or interfere with the Member's headdress, respirator or equipment; and
    - a. Members will be required to comply with WorkSafeBC requirements for fit testing with their respirator. (It is recommended that Members with a beard carry a razor in their respirator kit.) **[Refer to Transit Police [Policy OG010 – Personal Protective Equipment](#).]**
5. Transit Police retains the right to determine if a Member is permitted to retain a beard (e.g., trying to grow a beard) while on duty.

**Nails**

6. Members will be required to keep their fingernails clean and neatly trimmed.
7. A Member may be required to trim their nails shorter if the longer length presents a safety concern or interferes with the performance of duties.

**Cosmetics and Scents**

8. Members may wear cosmetics, if applied conservatively.
9. The Transit Police promotes a scent free workplace and discourages its employees from wearing perfume, cologne and scented lotions in the workplace.

**Ornamentation**

10. Members may wear discrete ornamentation (i.e., earrings, nose/facial piercings, visible necklace and other jewelry) at their own risk. However, any ornamentation that detracts from a professional appearance or poses a safety risk is prohibited.

**Body Art and Tattoos**

11. While on duty (or representing the Transit Police in any official capacity), Members are prohibited from exposing body art or tattoos (temporary or permanent) that may be perceived as offensive, discriminatory, or hateful, such as:
  - (1) Graphics or text that may be interpreted as having criminal or gang affiliation;
  - (2) Graphics or text that may contravene any section of the *BC Human Rights Code*; and
  - (3) Graphics or text that depict nudity or violence, sexually explicit or vulgar art, words, phrases or profane language.
12. Members are required to cover any inappropriate body art/tattoos (as outlined in s. 11 above) by dress or tattoo cover, prior to reporting to duty.

**Plainclothes, Special Duty Assignments, Recruit Training**

13. Members assigned to plain clothes or special duties will maintain a professional appearance at all times, conducive to their assigned role, and in accordance with any requirements/standards set by their Supervisor.
14. A plain clothes Member wishing to work a uniform call-out will be required to conform to the personal grooming standard within this policy.
15. Transit Police recruits attending the Police Academy Recruit Program will adhere to the personal appearance/grooming standards set by the Academy.

**Exceptions**

16. Exceptions or variances to requirements within this policy may be made for operational requirements or other valid reasons of a Member (e.g., medical or religious grounds). A Member's request will be submitted in writing, through their Supervisor, to the Chief Officer or designate.

**Compliance**

17. If a Member is unsure whether their personal grooming is appropriate, as required by this policy, they are to seek guidance from their Supervisor.
18. Supervisors will be responsible for maintaining a high standard of dress, appearance and deportment of Members under their supervision. This includes monitoring the appearance of Members to ensure compliance with this policy.
19. The Chief Officer or designate will make a final decision in the event of any disagreement or discrepancy related to Member compliance to the requirements of this policy.
20. The Chief Officer or designate has the discretion to make decision on matters of personal grooming, whether or not the matter is specifically addressed in this policy, where they believe it constitutes a contravention of s. 1 of this policy.

**References:**

BC *Human Rights Code*, [RSBC 1996, c. 210]  
BC Provincial Policing Standards  
BC *Police Act*, [RSBC 1996, c. 367]  
BC *Workers Compensation Act*, [RSBC 1996, c.492]