



MEMORANDUM

The City of
OKLAHOMA CITY
Police Department

TO: Police Applicant

FROM: Training and Recruiting Division

DATE: November 24, 2015

SUBJECT: Visible Tattoo Policy

Thank you for your interest in applying for employment with the Oklahoma City Police Department. We would like to take this opportunity to inform you of the police department's policy on visible tattoos/body art/brands (hereinafter all referred to as tattoos) that went into effect on April 10, 2007.

Newly hired employees may not have tattoos that are visible while wearing any departmental uniform or traditional business attire. Departmental uniforms include short and long sleeve uniform shirts, polo style shirts, and any specialty unit uniforms having shorts in lieu of long pants. There are no exceptions, for example, such as wearing a long sleeve uniform shirt to cover a tattoo. Newly hired employees with tattoos visible on their leg(s) will not be allowed to work in a specialty unit that has shorts as part of the uniform. Current employees with tattoos visible while wearing the uniform are exempt from this policy as long as the tattoos were obtained prior to April 10, 2007.

Applicants are required to disclose any and all tattoos. Tattoos that are obscene, sexually explicit or promote sex, gender, racial, religious, ethnic or national origin discrimination are prohibited. In addition, tattoos that advocate or symbolize gang affiliation, supremacist or extremist groups, or drug use are prohibited. Applicants with visible tattoos may proceed in the application process, up to and including the polygraph examination. Those applicants will have an opportunity, at their own expense, to have any visible tattoos medically removed in order to comply with the department's tattoo policy prior to proceeding in the hiring process. Newly hired employees who chose not to have visible leg tattoos medically removed would not be allowed to work in a specialty unit having shorts as part of the uniform. The medical removal of tattoos will be a choice made by the individual applicant and will not guarantee employment with the City of Oklahoma City or the Oklahoma City Police Department. If a conditional offer of employment is made, no unauthorized changes will be made to the uniform that may result in a tattoo becoming visible.

Applicants are to understand that the application process is highly competitive and all pre-employment requirements of the City of Oklahoma City and the Oklahoma City Police Department must be met. For further information regarding the departments tattoo policy or if you are unsure about a tattoo showing below the hemline of the shirt-sleeve, below the hemline of the shorts or above the collar of the shirt, you are directed to consult with a member of the Recruiting Unit. Thank you again for your interest in the Oklahoma City Police Department.