



*Maryland-National Capital Park Police
Prince George's County Division*



DIVISION DIRECTIVE

TITLE COURT ROOM ATTIRE			PROCEDURE NUMBER PG322.1
SECTION Duties and Responsibilities	DISTRIBUTION A	EFFECTIVE DATE 05/01/17	REVIEW DATE 05/01/21
REPLACES PG322.1 "Court Room Attire" issued 09/24/10			
RELATED DIRECTIVES PG322.0, PG1700.0	REFERENCES CALEA 1, 26	AUTHORITY <i>S.R. Johnson</i> Chief Stanley R. Johnson	

I. PURPOSE

This directive outlines the Division's guidelines for proper court room attire. Park Police staff (both police and civilian) must present a professional and disciplined appearance when representing the Division in court or court related hearings.

II. POLICY

As representatives of the Division, both officers and civilian support personnel need to present an image to the public, which will inspire trust and confidence. While the Division recognizes the right to express one's individual tastes, it is necessary that guidelines and restrictions be established for a professional appearance. All Division employees, except when otherwise authorized, shall adhere to these guidelines in maintaining a neat, clean, well-groomed, and professional appearance at all times when appearing in court or for court related hearings.

III. GUIDELINES

Park Police shall adhere to the requirements of Division Directive PG322.0 "Appearance and Grooming and of this directive when attending court or court hearings whether on or off duty. Staff shall at all times exhibit a neat, clean, and professional appearance that projects

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pride in themselves, the Division, and their attire.

- A. Uniform Personnel while on duty - Shall wear the Class "C" Duty Uniform as defined in Division Directive PG 1700.0.
- B. Off-Duty Personnel - Shall wear the Class "C" or "D" Duty Uniform or Business Attire as defined in Sections D and E of this directive.
- C. Plain Clothes personnel- same as paragraph B, D and E.
- D. Business attire for men - Business suit with dress shirt, tie and dress shoes (non-athletic style) or sports jacket, dress shirt, tie, dress slacks, dress shoes (non-athletic style).
- E. Business attire for women - Business suit with dress blouse, dress shoes (non-athletic style), proper business dress or dress skirt with full top, and dress shoes (non-athletic style).
- F. Civilian staff - same as paragraph B, D and E.
- G. The wearing of the bike uniform for court or related gear is prohibited.

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