



DEPARTMENT OF THE NAVY
NAVAL MEDICAL RESEARCH CENTER DETACHMENT

LIMA, PERU
UNIT NUMBER 3800
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IN REPLY REFER TO
NMRCINST 1020.1C
30 June 2004

NMRCD INSTRUCTION 1020.1C

From: Officer-in-Charge
To: Distribution List No. 3

Subj: STANDARDS FOR PERSONAL GROOMING AND MILITARY SMARTNESS

Ref: (a) US Navy Uniform Regulations NAVPERS 156651
(b) Wear and Appearance of Army Uniforms and Insigns AR
670-1, Sep 1992

1. Purpose. To publish policy and guidance concerning personal grooming and military smartness for Navy and Army personnel assigned to NMRCD. To ensure that all assigned personnel are knowledgeable of and comply with the provisions of this Instruction.

2. Cancellation NMRCD Instruction 1020.1B is cancelled and superseded.

3. Discussion. References (a) and (b) provide regulations concerning standards of smartness, personal grooming, uniform of the day, and the wearing of civilian clothing. All military personnel are required to maintain a complete uniform of the day while assigned at NMRCD.

4 Grooming

a. No articles, such as pencils, pens, watch chains, pins, jewelry, handkerchiefs combs, cigars, cigarettes, pipes, or similar items shall be worn or exposed upon the uniform. Necklaces, crosses, pendants, etc., shall not be worn exposed when in uniform. Tie clasps, cuff links, shirt studs, identification bracelets, and rings are permitted with all uniforms; however, these items shall be in good taste and appropriate to the occasion, working or social, for which the prescribed uniform is worn. No eccentricities or faddishness of dress, jewelry shall be permitted.

b Grooming for men.

(1) Hair will be neat, clean, and present a groomed appearance. Hair above the ears and around the neck will be tapered from the lower hairline upwards at least 3/4" and outwards no greater than 3/4" to blend with the hairstyle. Hair on the back of the neck may not touch the collar.

The "block cut" is permitted as long as a tapered appearance is

The "block cut" is permitted as long as a tapered appearance is maintained. Hair shall be no longer than 4 inches and groomed so that it does not touch ears, collar, or extend below eyebrows when headgear is removed and shall not interfere with proper wearing of headgear. Bulk of hair shall not exceed two inches. Bulk is defined as the distance that the mass of hair protrudes from the scalp when groomed (as opposed to length of the hair). The primary consideration remains a neatly groomed appearance for the hairstyle and type of hair that the individual has, with 4" length and 2" bulk the maximum under any circumstances.

(2) Military headgear will fit properly and in no case will the bulk or length of hair interfere with the proper wearing of any military headgear.

(3) The unique quality and texture of curled, kinked, waved and straight hair is recognized, and in some cases the 3/4" taper at the back of the neck may be difficult to attain. In those special cases, hair must present a graduated appearance and may combine the taper with a line at the back of the neck.

(4) Varying hairstyles, including Afro, are permitted provided these styles meet the criteria of maximum length and bulk, tapered neck and sides, and do not interfere with the proper wearing of military headgear. Plaited or braided hair shall not be worn while in uniform.

(5) Sideburns (if worn) shall be neatly trimmed and tapered in the same manner as the haircut. Sideburns will not extend below the bottom of the earlobe, will be even width (not flared) and will end with a clean-shaved horizontal line. "Muttonchops", "ship's captain", or similar grooming modes are considered to be merely elongated sideburns and thus are not authorized.

(6) In accordance with references (a) and (b), beards are not permitted except for documented medical reasons (e.g., pseudofolliculitis). In those authorized cases, the bulk of the beard (distance that the mass of facial hair protrudes from the skin of the face) shall not exceed 1/2". The length of individual facial hair shall be limited to 3/4". Additionally, pursuant to reference (c), for the individual's safety, beards, if worn for medical reasons, shall be kept in such a manner as to ensure a proper facial seal of protective masks (OBA, aviation, oxygen masks, etc.)

will not go beyond a horizontal line extending across the corners of the mouth and no more than 1/4" beyond a vertical line drawn upward from the corners of the mouth.

(8) Wigs or hairpieces may be worn while in uniform for cosmetic reasons only (i.e., to cover natural baldness or physical disfiguration). When a wig or hairpieces is worn, it shall be of good quality and fit, present a natural appearance, conform to the grooming standards set forth in these regulations, and not interfere with the proper performance of duty or present a safety hazard.

c. Grooming for Women.

(1) Hair will be clean and neatly arranged. When in uniform, the back of the hair may touch but not fall below the lower edge of the collar. No hair shall show under the front brim of the combination hat or the garrison cap. Afro, natural, bouffant, and other similar hairstyles are permitted but exaggerated styles, including those with excessive fullness or extreme height, are not authorized. In no case shall the bulk of the hair interfere with the proper wearing of military headgear. Plaited or braided hair may not be worn while in uniform.

(2) Hair ornaments, such as ribbons, shall not be worn. Pins, combs or barrettes, similar in color to the individual's hair color, may be worn. Hair coloring must look natural and complement the individual. Visible hairnets will be worn only if authorized for specific duty. Hair pieces or wigs, if worn while in uniform or duty status, shall be of good quality and fit, present a natural appearance, conform to the grooming standards set forth in these regulations and not interfere with the proper performance of duty, nor present a safety hazard.

5 Officer/Enlisted Personnel.

a. Officer and Enlisted personnel are authorized to wear civilian clothing, and to receive a Civilian Clothing Allowance

b. On certain occasions, both personnel may be required to wear an appropriate uniform. The Officer-in-Charge will direct when uniforms are to be worn.

6 Civilian Attire

a. When civilian clothing is worn, both Navy and Army personnel shall ensure that their dress and personal appearance are appropriate for the occasion and will not bring discredit upon

NMRCDINST 1020.1C
30 June 2004

the NMRCD or the distinguished service to which they belong.

b. Only those items of military uniform which do not present a unique marking or distinct naval appearance, such as shoes, socks, gloves, etc., may be worn with civilian attire by military personnel. Peacoats with or without rating badges, bridgecoats, overcoats and dungaree trousers whether stenciled or not, are not appropriate civilian attire.

c. When attending to official business or meeting at the U.S. Embassy, the appropriate civilian attire required includes shirt, tie and slacks (not jeans) for men, and dress or dress pants for women.

7 Smartness

a. The wearing of the Navy or Army uniform should be a matter of personal pride to all naval personnel. Uniforms shall be kept scrupulously clean with lace, devices and insignia bright and free of tarnish and corrosives. Shoes shall be kept shined and in good repair.

b. Hats and caps shall be worn squarely on the head, bottom edge horizontal. The cap or hat is considered an integral part of the uniform. When outdoors, personnel shall remain covered at all times unless otherwise directed. The cap is normally removed indoors. Female personnel may wear the hat indoors in accordance with civilian social customs.

c. All officers are expected to set and maintain the highest standards of military bearing and appearance at all times. It is incumbent upon officers to set a good example, and ensure that juniors maintain high standards of military bearing and appearance.

8. Military Courtesy. Military courtesies, including saluting and deference to seniors, are an integral part of our Navy tradition and shall be observed by all personnel.



G J MARTIN