

# ARKANSAS REGISTER

## Transmittal Sheet

Use only for **FINAL** and **EMERGENCY RULES**



Secretary of State

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For Office

Use Only:

Effective Date \_\_\_\_\_ Code Number \_\_\_\_\_

Name of Agency \_\_\_\_\_

Department \_\_\_\_\_

Contact \_\_\_\_\_ E-mail \_\_\_\_\_ Phone \_\_\_\_\_

Statutory Authority for Promulgating Rules \_\_\_\_\_

Rule Title: \_\_\_\_\_

### Intended Effective Date

(Check One)

Date

☐ Emergency (ACA 25-15-204) Legal Notice Published ..... \_\_\_\_\_

☐ 10 Days After Filing (ACA 25-15-204) Final Date for Public Comment ..... \_\_\_\_\_

☐ Other \_\_\_\_\_ Reviewed by Legislative Council ..... \_\_\_\_\_  
(Must be more than 10 days after filing date.)

Adopted by State Agency ..... \_\_\_\_\_

Electronic Copy of Rule e-mailed from: (Required under ACA 25-15-218)

Contact Person

E-mail Address

Date

## CERTIFICATION OF AUTHORIZED OFFICER

I Hereby Certify That The Attached Rules Were Adopted  
In Compliance with the Arkansas Administrative Act. (ACA 25-15-201 et. seq.)


Signature

Phone Number

E-mail Address

Title

Date

 <p style="text-align: center;"><b>ADMINISTRATIVE RULES</b></p> <p style="text-align: center;"><b>STATE OF ARKANSAS</b></p> <p style="text-align: center;"><b>BOARD OF CORRECTIONS</b></p>	<b>Section Number:</b>	<b>Page Number:</b>
	<b>201</b>	<b>1 of 1</b>
	<b>Board Approval Date:</b> <b>5/11/2018</b>	
	<b>Supersedes:</b> <b>AR 201</b>	<b>Dated:</b> <b>5/11/2018</b>
	<b>Reference:</b> N/A	<b>Effective Date:</b> 5/21/2018
<b>SUBJECT: Grooming and Attire Standards for Security and Non-Security Employees</b>		

**I. AUTHORITY:**

The Board of Corrections is vested with the authority to promulgate this administrative rules by Ark. Code Ann. § 12-27-105

**II. APPLICABILITY:**

All employees of the Arkansas Department of Correction.

**II. POLICY:**

- A. The Department shall establish and maintain standards for employees' grooming and attire to reflect an appearance commensurate with that employee's position in a professional correctional organization. These standards shall ensure that employees present a neat, clean, professional appearance while on duty; and establish procedures for issuance and maintenance of uniforms.
- B. The uniforms issued to security employees shall be worn only while on duty and to and from work. Exceptions can be made by the Director for employees serving on a special assignment or while attending a pre-approved public or non-agency event.
- C. The Director has the authority to determine the grooming and attire standards for non-security employees, to include which non-security employees will wear a uniform while on duty.
- D. The Director shall issue the necessary directive(s) to implement this policy

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