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October 15, 2008

Mr. Steve Tufts, President  
United Firefighters of Los Angeles City  
1571 Beverly Boulevard, Suite 201  
Los Angeles, California, 90026-5704

Dear Mr. Tufts,

**LETTER OF AGREEMENT  
MODIFICATION OF TATTOO POLICY**

As per an agreement worked out between Department Management and UFLAC representatives, the department has agreed to modify the tattoo policy as follows:

- Members will not be required to cover their tattoos in quarters, unless visitors (non-Department members) are present in quarters.
- Members with existing tattoos as of the Tattoo Policy effective date of May 1, 2008, that cannot cover their tattoo with the approved uniform (long sleeve collared shirt) will be granted an exemption (grandfathered) through the process described in Department Bulletin 08-04. This exemption pertains only to the tattoo or portion of a tattoo that cannot be covered by the approved uniform (long sleeve collared shirt).
- Members who obtained a tattoo after the Tattoo Policy effective date of May 1, 2008, which cannot be covered with approved uniform, will be sent home on their own time until they can come into compliance with the Tattoo Policy. No exemptions will be granted for any tattoo obtained after the Tattoo Policy effective date of May 1, 2008.

For UFLAC

STEVEN TUFTS, President  
UFLAC

For the Department

DOUGLAS L. BARRY  
Fire Chief

## PERSONNEL PROCEDURES/UNIFORMS

### A 05-08

#### -05. TATTOOS, SCARIFICATION AND BRANDING POLICY

**.01 GENERAL:** Many factors influence the community's perception of our Department. The image we present to the community must be one of professionalism; therefore, our professional appearance is of utmost importance. Effective May 1, 2008, the Department will institute a Tattoo, Scarification, and Branding Policy. The following establishes specific guidelines concerning the display of tattoos, scarifications, and branding by members of the Department:

##### A. Definitions

1. Tattoo – the act or practice of marking the skin with indelible designs, forms, figures, art, etc., by making punctures in the skin and inserting pigment.
2. Scarification – the act of intentional cutting of the skin for the purpose of creating a design, form, figure, or art.
3. Branding – the act of intentional burning of the skin for the purpose of creating a design, form, figure, or art.

##### B. Tattoos, Scarifications, and Brandings

1. All sworn members, while on-duty, **shall not** display any tattoos, scarifications, and/or brandings. Sworn uniformed members shall cover any visible tattoos, scarifications, and/or brandings by wearing a Department approved uniform or by wearing a skin patch that covers the tattoos, scarifications, and/or brandings. When impractical, (i.e. showering) members are not required to cover any tattoos, scarifications, and/or brandings.

Note: A skin patch is any patch or bandage that is of a neutral tone (e.g., Ace bandage or Band-Aid not larger than 4" by 4").

2. The Operations Commander or appointed designee may grant members a one-time exemption for tattoos, scarifications, or brands already in existence on the effective date of this policy where coverage of the tattoo may impede the member's safety (i.e. face piece seal) or where coverage is impractical. Members requesting this exemption must submit their request in writing to the Operations Commander or appointed designee, with photographs documenting the tattoos, scarifications, or brands for which they are requesting exemption.
3. Members will be prohibited from getting any tattoo, scarification, or brand that, after the implementation date, cannot be covered with the Department-approved uniform or skin patch.
4. Copies of the member's approved F-225 noting the exemption shall be maintained in their Department personnel folder and their personnel folder at the member's work assignment.