

**Medical Section
Human Resources Division
Chicago Police Department**

Date: _____

TO: Commanding Officer
Assigned District/Unit _____

ATTN: Commanding Officer
Detailed District/Unit _____

FROM: _____
Commanding Officer, Medical Section

SUBJECT: MEDICAL EXCUSE:
Exemption from the Department's Clean-Shaven Policy

RE: Member _____ Star No. _____
Employee No. _____

A dermatologist certified that the above-named member has a skin condition that is aggravated by shaving. Based on this diagnosis and Employee Resource E03-01-07 titled "Skin Condition Aggravated by Shaving," the above-named member is exempt from the Department's Clean-Shaven Policy.

The above-named member when wearing a full beard under the Exemption from the Department's Clean-Shaven Policy:

- 1) **will** maintain a full beard that does not exceed one-quarter inch in length while on-duty.
- 2) **will not** wear a goatee or other customized beard creations while on-duty.
- 3) **will** ensure that a Medical Exemption from the Chicago Police Department's Clean-Shaven Policy Card (CPD-62.436) is carried on their person while on-duty and is available to any supervisor upon request. ***This card expires one year from issue date.***

Medical Exemption Card No. _____

NOTE: Members who participate in any Department-sponsored public ceremonial events, including but not limited to promotions, graduations, and awards ceremonies, must be clean shaven regardless of any written approval from the Medical Section permitting the wearing of a beard.

Member's Signature	Star No.	Employee No.	Date
C.O.'s Signature, Medical Section	Star No.	Employee No.	Date