

STANISLAUS CONSOLIDATED FIRE PROTECTION DISTRICT
POLICIES & PROCEDURES

ARTICLE: C-29
SECTION: Operations
DATE: March 23, 2021
SUPERSEDES: 3/25/14, 11/05/08, 5/11/17
TITLE: Uniform Policy

1. Overview: It is the policy of SCFPD that each employee's dress, grooming and personal hygiene should be appropriate to the work situation. Employees are expected at all times to present a professional, businesslike image.

The following policy will identify the approved uniform wear for employees of the District. This policy will identify the four uniform classes in the department and the appropriate times each type of uniform is to be worn. For the sake of clarification, in description of uniforms and accessories, "*Line Personnel*" shall be defined as including field personnel, interns, volunteers or anyone who represents the Stanislaus Consolidated Fire Protection District.

2. Appearance: Uniforms shall be kept clean and pressed, with seams present. Boots shall be kept in good repair and polished as necessary to maintain a professional appearance. Uniforms should be of appropriate size and length to fit employee. It will be the responsibility of the engine company officer to oversee the company's similar dress and appearance. The engine company officer will use best judgment for individuals' body temperature needs.
3. Uniform Classes: The four classes of uniform are as follows:
 1. Class A - Full Dress Uniform
 2. Class B - Undress Uniform
 3. Class B - Undress Uniform - Modified
 4. Class C - Station Uniform

The following are examples of the appropriate times uniforms are to be worn; the Fire Chief will have discretion over said policy:

Class A

Uniforms are to be purchased by the end of the first year of employment. Class A Uniforms are to be worn for ceremonies, funerals, court, public speaking appearances, etc.

Class B

Uniforms are to be worn when in public, inspections, meetings, classroom instruction, out-of-District instruction, training, station tours, picking up meals, etc.

Class C

Uniforms are to be worn when performing normal station duties and activities, e.g. emergency calls, station maintenance, engine maintenance, training, District classroom instruction, cleaning, etc.

Uniform Accessories: The following accessories are standard for each class of uniform where identified as required. They shall be maintained and polished as necessary to maintain a professional appearance.

Name Tag: Blackinton Model J1

The approved name tag will include first and last name only, no other lettering or markings will be allowed on the name tag. If long names will not allow first and last name to be engraved, the first initial followed by the full last name shall appear. The following finishes are approved:

Chief Officers	Polished gold with blue lettering.
Line Personnel	Polished silver/chrome with blue lettering.

Name Tag for TDU-Style Shirts:

1" block letters of last name on right chest. Left chest "SCFPD" for department identifier. Right sleeve American Flag Field face forward.

Tie and Tie Clip:

Tie -	Black; Standard, Velcro, or Clip On.
Clip -	Fire-related (Gold for Chief Officers / Silver for Line Personnel) Tie Tack – Fire-related

Belt and Buckle Class A & Class B apparel

Belt -	Black basket weave
Buckle -	A full square edge or SCFPD buckle Gold for Chief Officers Silver for Line Personnel



Belt: NFPA-approved belt CMC #202422 "Uniform Rappel Belt" is NFPA 1983 -approved for emergency rappel/escape. To be used only with TDU-style pants.

Sizes:

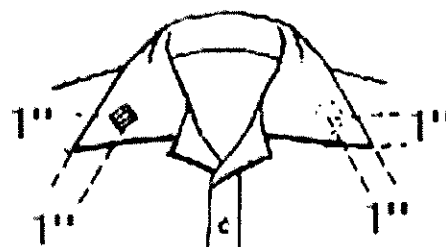
- 202422 - small
- 202423 - medium
- 202424 - large
- 202425 - x-large

Face Covering/Face Mask

All face coverings or face masks, not provided by the district, shall be either blue or black in color, with out logos, or shall otherwise be PRE APPROVED by the Fire Chief.

Patch: Class A & Class B -Approved "Stanislaus Consolidated" patch centered on left and right shoulders, 1" down from shoulder / sleeve seam.

Collar Brass: Collar brass is identified in Class A and B. Class A will be referred as round style and Class B is referred as die-cut. All collar brass will be worn as shown - bugles face down (large end down). Engineer is worn straight across. Firefighter is worn in same manner.



Collar Brass:

(Class A): Blackinton Models listed by rank are to be worn on both shirt and jacket size 11/16

Chief	5 gold crossed bugles	A9168
Deputy Chief	4 gold crossed bugles	A9169
Assistant Chief	3 gold crossed bugles	A9170
District Chief	2 gold crossed bugles	A9171
Battalion Chief	2 gold crossed bugles	A9171
Captain	Silver double bugle	A9172
Engineer	Silver ENG.	A9426
Firefighter	Silver FD.	A4156

Class A:

Hat: Chief Officer: Bayly - Crown Bell, White #07GW2D3
Line Personnel: Bayly - Crown Bell, Midnight Navy #07NM2C7

Hat Badge: Blackinton 1 5/8" One Pin

Chief	5 gold crossed bugles	A2811
Deputy Chief	4 gold crossed bugles	A1962
Assistant Chief	3 gold crossed bugles	A2910
District Chief	2 gold crossed bugles	A2911
Battalion Chief	2 gold crossed bugles	A2911
Captain	Silver double bugle	A175
Engineer	Silver pumper	A8456
Firefighter	Silver Scramble	A2327

Gloves: White 100% Nylon Dress Parade Gloves (worn when applicable)

Badge Bands: (Funeral Only) Black elastic band to be worn diagonally across front, top- left to bottom-right

Class A Jacket Accessories:

Rank Piping (shall be on added to each jacket sleeve):

5 gold - Fire Chief	ELC industries #BNFV-96-16-09175CL
4 gold - Deputy Chief	ELC industries #BNFV-96-16-09175CL
3 gold - Assistant Chief	ELC industries #BNFV-96-16-09175CL
2 gold - Battalion Chief	ELC industries #BNFV-96-16-09175CL
2 silver - Captain	ELC industries #ON1002 1/2 493
1 silver - Engineer	ELC industries #On1002 1/2 943
None – Firefighter	

Service Maltese: 1 Maltese for every five years of service (volunteer & career service)
(left sleeve only)

Jacket: Flying Cross Navy Blue Model #34800

Shirt: Flying Cross All Weather Deluxe Tropical"
Chief Officers & Line Personnel - White
Short or long sleeve
Badge, name tag, collar brass-small, tie, and patches - refer to above section.

T-Shirt: Plain White T-Shirt

Pants: Fechheimer "Command"-style pants, #32269
Belt and buckle - refer to above section.

Shoes: Hi-Gloss Oxford Dress Shoes

Class B:

Hat: Approved "Stanislaus Consolidated" true fit cap, with approved logo.

Jacket: For class A and class B cold weather option:
Fechheimer Ultra Model #59130
Fechheimer Model #59130WP

Badge, name tag, collar brass, and shoulder patch, collar brass, patches - refer to collar brass section.

(Job shirts & sweatshirts not applicable for Class B, approved jackets shall be worn over uniform shirts in cold weather.)

Shirt: Chief Officers
Flying Cross "All Weather Deluxe Tropical" – White
Short #95R6600 or long sleeve #45R6600
Short or long sleeve, badge, name tag, collar brass, shoulder patches

Optional Duty Shirt
Workrite Short sleeve #700NMX45NM Midnight Navy
Workrite Long sleeve #705NMX45NM Midnight Navy
Short or long sleeve, badge, name tag, collar brass, shoulder patches

T-Shirt Chief Officers Only: Plain White T-shirt

Collar Brass: (Class B): Blackinton (die cut) Models listed by rank

Chief	5 gold crossed bugles	J55
Deputy Chief	4 gold crossed bugles	J54
Assistant Chief	3 gold crossed bugles	J53
District Chief	2 gold crossed bugles	J52
Battalion Chief	2 gold crossed bugles	J52
Captain	Silver double bugle	J51

Blackinton style 5 size 1/2" nickel		
Engineer	Silver ENG.	SKU #005
Firefighter	Silver F.D.	J78

Line Personnel:
Workrite Short sleeve #700NMX45NM Midnight Navy
Workrite Long sleeve #705NMX45NM Midnight Navy
Short or long sleeve, badge, name tag, collar brass, shoulder patches.

- T-Shirt: Chief Officers or Line Personnel:
Approved navy blue "Stanislaus Consolidated" or Station T-shirt
Short or long sleeve, with approved logo, rank is optional
- Pants: Workrite #400 A-cut or #402 B-cut, 7.5 oz. Nomex IIIA – Midnight Navy
Belt and Buckle. Refer to above section
- Boots: 1. Black polished leather smooth toe
2. Minimum 6" height
3. Front/sided zipper or slip-on
4. Must meet NFPA Standard 1975, ANSI 241 1991- 1999, OSHA (Non-Firefighting Footwear Standard), or ASTM F2413 (Safety-Toe Standard)

Class C:

- Hat: Approved Stanislaus Consolidated true fit cap, with approved logo.
- Knit Cap: Knit cotton cap (beanie), with approved department logo.
- T-shirt: Approved navy blue "Consolidated" or Station short or long-sleeve T-shirt.
- Tactical Shirt: 5.11 TDU long-sleeve only #72002-724 or #72054-724 Dark Navy. Accessories listed above
- Polo Shirts: 5.11 style # 71049 with department-approved logo.
Line personnel -724 White chief officers -010
- Sweatshirt: Approved navy blue "Consolidated" crew neck sweatshirt, hooded sweatshirt or pull-over ¼ zip work shirt with approved logo. Sweatshirts and work shirts shall not take the place of proper uniform shirt classes.
- Pants: Workrite #400 A-cut or #402 B-cut, 72 oz. Nomex IIIA – Midnight Navy
belt and buckle - refer to the above section.
- Pants: 5.11 TDU #74003-724 or #74280-724 Dark Navy
- Belt: NFPA-approved belt CMC #202422 "Uniform Rappel Belt" is NFPA 1983- approved for emergency rappel/escape. For TDU-style pants only
- Belt - black basket weave
Buckle - A full square edge or SCFPD buckle
Gold for Chief Officers
Silver for Line Personnel
for both TDU and Workrite pants

- Boots:
1. Black, polished leather, smooth toe
 2. Minimum 6" height
 3. Zipper or slip-on
 4. Must meet NFPA Standard 1975, ANSI 241 1991- 1999, OSHA (Non-Firefighting Footwear Standard), or ASTM F2413 (Safety-Toe Standard)

Workout Apparel

Physical fitness

The following approved garments can be worn while working out on-duty.

Sweatpants: District-approved sweatpants with department logo.

Workout shorts: District-approved workout shorts with department logo.**

Shirt: District-approved long or short-sleeve t-shirt with department or station logo.

Footwear: Discretion of the employee.

Note: Department-approved sweatpants and fitness shorts may be worn during physical fitness activities only.

**Exception: This apparel may be worn during non-workout times *inside of the station only (unless actively working out)*. Otherwise, line personnel shall be in the appropriate uniform when responding to calls, performing equipment checks, station maintenance, or otherwise when out in public.

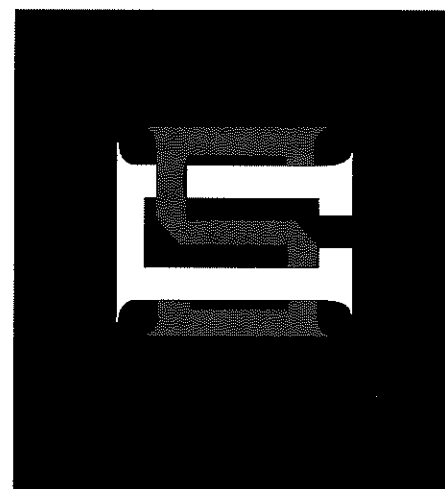
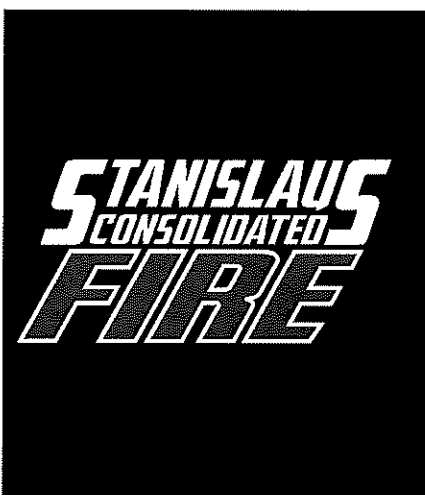
Shorts: 5.11 Tactical Short #73285-720 BDU style – Fire Navy.

Note: The above shorts are only approved for applicable training such as with watercraft, water rescue training/activities, physical training (PT). Shorts will not take place of protective wear. Garment may be utilized around the station or training grounds when applicable, but not during public service activities.

Boonie Hat: BDU-style, navy blue, with approved department logo. Boonie hats shall be utilized around the station or training grounds when applicable, but not during public service activities.

Approved Uniform Apparel Logos





General Information

Uniform B pants shall be worn under wildland pants when responding to wildland fires.

At no time, shall the above uniform classes substitute for Personal Protective Equipment.

The appropriate uniform class and professional image shall be displayed when representing the District and serving the public. **Uniform repair and maintenance shall be the responsibility of the employee.**

Company Uniform Appearance:

The purpose of this policy is to maintain a standardized professional appearance while performing within the scope of our duties. Company members shall wear the correct clothing outlined in the policy while maintaining a "like" appearance.

Exception: will be employee personal body temperature. This not an exemption to wear shorts while representing the District and serving the public.

Example: If one person wears the polo shirt, the rest of the company wears polo shirts for the day. If one person wears the t-shirt for the day, all members of that company will wear t-shirts for the day when operating in the Class "C" mode.

A TDU pant and a class B shirt is not acceptable garment match.

Clothing Article Replacement:

The District will replace any piece of required clothing and safety equipment when damaged during the course of employment. Employees may utilize any monies received for damaged equipment to pay any differences towards an upgrade.

Uniform Replacement:

- (1) Reimbursement for the cost of replacing irreparable uniforms damaged in the line of duty, and not due to ordinary wear and tear, shall be made only under the following conditions:
 - (a) Damage must be reported during the same shift to the employee's immediate supervisor who shall verify that the damage occurred in the line of duty, and outside fire suppression.
- (2) The claim for replacement reimbursement must be submitted to the Fire District for review. The Fire District shall make a determination as to whether the claim should be approved or disapproved in an expeditious manner. A District reimbursement form will be used for this step. Proof of purchase of the replacement article, which includes the employee's name, date of purchase, item of clothing and price, shall be provided with the reimbursement claim.

Disputes shall be resolved by the recognized grievance process outline in the current MOU

All personnel must have at least one complete set of the items listed below by the end of their probation:

Class A uniform-After permanent employee status has been reached, defined in current MOU
Class B uniform with a modified version, i.e. tie and clip
Class C uniform

Attire for Non-Uniform Administrative, Prevention & Support Personnel

No visible forms of jewelry may be worn in the facial area to include but not be limited to the nose, tongue, cheek, lip and eyebrow. A maximum of three (3) earrings in the ear lobe of each ear is allowed.

Employees are required to conceal any tattoos and prohibited from wearing any apparel which express in either picture or words: content of sexual nature, sexually, racially, religiously or ethnically offensive sentiments, expressing gang affiliations, or otherwise tending to incite violence or disruption in the work place, or any other content, which if expressed by other means would violate SCFPD policies.

The determination of specific, appropriate employee dress and personal standards are the responsibility of management. Any employee not meeting the standards of this policy or the departmental operating procedures may be subject to disciplinary action, which may include requiring the employee to leave the premises. Employees will be required to use available personal annual leave or leave without pay for time missed because of failure to comply with this policy.

Standard Work Attire

Staff will be expected to dress in either business or business casual attire during work hours. A staff member's position within the organization, the type of work he/she is assigned to do and his/her level of interaction with the public may dictate the level of professional attire deemed necessary and appropriate. The Fire Chief has the flexibility to dictate the level of professional attire for his/her staff.

- Professional Attire – Tailoring one's clothing, grooming and overall appearance to communicate a business position or occupation.
- Business Attire – Includes suits, dress pants, (women; skirts, dresses, blouses), shirts with collars (men; pants/slacks, ties) with appropriate shoes. All attire should be neat and clean.
- Business Casual/Staff Attire – Included uniforms (if deemed necessary by the Fire Chief) apparel such as polo shirts, jackets, vests, aprons or other apparel bearing the SCFPD logo. This also includes appropriate pants or skirts, dresses and business shoes. All attire should be neat and clean.

Appropriate Dress and Grooming Standards

- Slacks, Capri pants, Docker type pants (business attire only, mid-calf with no strings or loose pockets).
- Skirts and Dresses (no shorter than two inches from the middle of the knee while employee is standing).
- Dress Shirts, Blouses, Polo Shirts. Shirts should be conservative in color and patterns. Shirts must cover the midriff, abdomen skin at all times.
- Head covers that are required for religious purpose or to honor cultural tradition are allowed.

Inappropriate Dress and Grooming Standard

- Inappropriate items of clothing include, by way of illustration and not limitations are sweatpants and/or exercise pants, jeans, short-shorts, miniskirts, sun dresses, tops or dresses with spaghetti straps, midriff baring tops, tank tops, halter tops, tops with bare shoulders, tennis shoes, canvas athletic type shoe or flip flops.
- Torn, dirty or frayed clothing is unacceptable. All seams must be finished. Shirts with logos other than that of SCFPD may not be worn.
- Hats are not appropriate in the office.
- Jewelry, makeup, perfume, lotion and cologne should be minimal as to not offend or affect other employees that may have allergies and/or asthma.

Violations

If clothing fails to meet these standards, as determined by the Fire Chief, the employee will be asked not to wear the offensive items in the workplace. If the problem persists, the employee may be sent home to change clothes. Progressive disciplinary action will be taken for further dress code violations.

Revision Completed by: Betty Hannah, Admin

Date: March 23, 2021

Approved by: Michael Whorton, Fire Chief

Date: March 23, 2021

