

2015-110 Uniform Requirements



Westbrook Fire & Rescue Department

Standard Operating Procedure

Section: Administration	TOPIC: Uniform Requirements
NUMBER: 2015-110	ISSUE DATE: May 1, 2015
	REVISED DATE: November 17, 2017
POLICY REFERENCE:	APPROVED BY: <hr/> <p>Andrew R. Turcotte Chief of Department</p>

Purpose:

To establish standard duty uniform wear guidelines for all members of the Westbrook Fire & Rescue Department. All personnel shall be responsible for compliance with this policy.

Scope:

To provide standard guidelines for department uniform wear.

Policy:

- A. The standard duty uniform shall be Flying Cross navy uniform work pants (regular or cargo style) and Flying Cross navy button uniform shirt (long or short sleeve). Badge, collar insignias and each person's rank and last name shall be embroidered on the shirt.
- B. The uniform shirt shall also have the Westbrook Fire & Rescue Department patch on the left sleeve and the appropriate EMS patch with license level rocker on the right sleeve.
- C. Personnel who do not possess an EMS license shall have an American flag sewn on the right sleeve.
- D. Footwear shall be shoes or boots and socks, black in color, as approved by the Department for duty wear.
 - a. During times when the Westbrook Fire & Rescue Department is supporting department approved causes such as "Red Shirt Friday" to support our armed forces, "Breast Cancer Awareness", etc. specially designed and approved shirts may be permitted.
 - b. At the Officer-in-Charge (OIC) discretion, tee-shirts shall be permitted to be worn as outerwear during active work details around the station and/or during specified training activities.
 - c. From May 1st to October 1st, it shall be permissible to wear Department approved uniform shorts. These are not provided by the Department. Shorts shall be Tru-Spec 4232 style.

- E. Approved shorts shall be Navy, ¹/₄ length, work/dress style with pockets and belt. Shorts shall be allowed on all responses unless the type of call requires the use of protective turnout clothing. Shorts not complying with the previous definition shall not be worn.
- F. Approved polo shirts shall be Vertex brand, navy in color, and incorporate a Westbrook Fire & Rescue Department approved design/logo.
- G. During extremely hot and humid conditions or extreme inclement cold conditions, the Chief of Department or his designee shall reserve the right to declare a weather emergency. In the case a weather emergency is declared, the Chief of Department or his designee is permitted to waive parts of, or all uniform requirements for the duration of the weather emergency. An example of this is the allowance of tee-shirts and shorts during extremely high heat days. These exceptions shall be considered on a day to day basis. In the absence of the Chief or Deputy Chief, the (OIC) will have the right to exercise this privilege if he/she deems weather conditions so warrant.
- H. Under all conditions, uniforms shall be kept in a clean and professional condition. Uniforms that are showing signs of severe wear and tear, fading, or otherwise not fit for duty as deemed by the (OIC) shall not be worn. Personnel not covered by the CBA are responsible for their own uniform appearance unless otherwise approved by the Chief of Department.
- I. No uniforms are to be worn off-duty without the consent of the Chief or Deputy Chief. This includes members Class A uniform.