
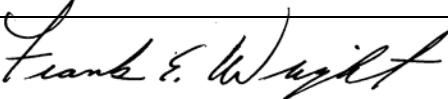


| | | |
|---|--|---|
|  | PERSONNEL | |
| | SUBJECT | Uniforms |
| | REFERENCE NUMBER | PE-06-08 |
| | EFFECTIVE DATE | January 01, 2006 Revised November 21, 2008 |
| Signature of Approval |  Frank E. Wright, Fire & Rescue Chief | |

INTRODUCTION

The following outlines the Department's work uniform policy. These uniforms are issued as prescribed for Lieutenants, Sergeants and Firefighters. It is the goal of the department to create a standard that is both professional and consistent. **Each individual will be responsible for every item issued to them, as well as the following prescribed procedures relating to inventory and care as prescribed.**

GOAL

The goal of the uniform is to provide each staff member with a uniform, meeting NFPA Standards for station uniforms, as well as providing a standard professional appearance. A fire resistive uniform (shirt and pants and/or coveralls) is to be worn as the **uniform** on all emergency incidents. The uniform coat may be worn on incidents where fire resistive P.P.E. or high visibility is not needed. It is expected that ALL uniforms and accessories are to be clean and neat with a professional look.

STATION UNIFORMS (Approved Class B uniform)

The uniforms are fire resistive, meeting NFPA Standards and the specifications prescribed by the Uniform Committee. The Nomex station uniforms, rented from Cintas, Inc., will be laundered and maintained by Cintas. Each individual will be issued six (6) – Pairs of Pants, five (5) – Short Sleeved Shirts, and two (2) – Long Sleeved Shirts. The uniform is to be worn at all times when on duty, except during physical training, when performing duties in coveralls, or while personal hygiene is being performed. The uniform is to be maintained and worn in a neat and professional manner with the shirt remaining tucked into the pants and the gig line straight. The Department issued navy blue T-shirt (white for officers) may be worn under the uniform shirt. The Department's patch will be sewn to the left shoulder, and the Department's badge will be worn in the eyelets on the left breast. Lieutenants and Sergeants uniform will include collar pins. The Department's I.D. badge will be worn face out and may hang on either epaulet or breast pocket. Black or navy blue socks shall be worn with low quarter shoes (if the socks show).

Approved Class “B” Station Uniform for Lieutenants, Sergeants and Firefighters will be as follows:

- Black plain toe safety shoes or boots that meet Department specification.
- Black or navy blue socks (if visible)
- Department issued Nomex uniform pants.
- Department issued Nomex uniform shirts. (Sleeve length will be the option of the individual unless specified differently)
- Department issued navy blue T-shirt (white for officers) may be worn under the Nomex uniform shirt.
- A navy blue or black belt is to be worn with the uniform.
- Department issued shirt badge. (rank appropriate)
- Department issued I.D. badge.
- Department issued collar pins (Lieutenants and Sergeants)
- Department issued uniform coat. (winter wear or rain wear)
- Department issued WFRD uniform ball cap or Beanie Cap.
- NO OTHER VISIBLE CLOTHING unless authorized for special conditions or events.

UNIFORM PICK UP & DELIVERY (EVERY TUESDAY)

A metal wardrobe cabinet and trashcan will be placed in each station to be used for uniform exchange. Dirty uniform pants and shirts are to be placed in the trashcan before 0800 hours every TUESDAY. When a uniform is contaminated, it shall be placed in a red biohazard bag provided by Cintas, sealed, and placed next to the trashcan with dirty uniforms. Clean uniforms will be delivered to the stations every TUESDAY and hung in the wardrobe cabinet. It will be the responsibility of each individual to retrieve their uniforms from the wardrobe cabinet and place them in their personal lockers. Holidays may change scheduling, if so a notification will be posted. The uniform exchange between the Department and Cintas will occur every Tuesday in each station around 1030 hours. If there are any problems with your uniform, you are to place an orange tag on the item and separate it from the dirty uniforms.

NOMEX COVERALLS

Nomex coveralls will be maintained by the individual according to manufacturer’s directions, this includes **NO BLEACH**. Coveralls are to be worn to protect your uniform when performing tasks that may excessively dirty/soil your uniform, over your physical training uniform when responding to incidents, and can be worn when responding from the bunkroom/shower instead of your uniform. Safety shoes/boots are to be worn when wearing coveralls over the physical training uniform.

WINTER JACKETS

The Tactical 5.11 3-in-1 jacket will be the prescribed winter wear for the Department. This jacket may be worn as the outer shell only, the inner liner only, or both together

depending on the climate. All previously issued sweatshirts and winter jackets are to be returned to the office. No other winter wear will be authorized.

RAIN JACKETS

The neon (lime) green raincoat shall be worn during inclement weather. This jacket is approved for operational visibility in lieu of the station supplied traffic vest. This jacket does not replace the proper use of PPE during emergency incidents.

PHYSICAL TRAINING UNIFORM (Approved Class C uniform)

The physical training uniform will be worn while performing daily physical training and can be worn as sleeping attire.

Approved Class “C” Physical Training Uniform will be as follows:

- Department issued blue T-shirt (white T-shirt for officers).
- Department issued gray shorts.
- Department issued gray sweat pant and hooded sweatshirt, optional depending on conditions.
- White socks.
- Department approved athletic shoes.

Note: Safety shoes/boots and coveralls are to be worn by all individuals when responding to incidents, or when performing tasks/errands other than physical training.

TAKE CARE OF YOUR REPUTATION, IT'S YOUR MOST VALUABLE ASSET