

# FARMINGTON HILLS FIRE DEPARTMENT

## PERSONNEL PROCEDURE

*PRIORITY: 3*

### WEARING OF DEPARTMENT ISSUED UNIFORM

No: 351.3

EFFECTIVE: 02/16/04

*(Rescinds version: 07/19/02)*



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FIRE CHIEF APPROVAL:

A handwritten signature in black ink, appearing to read "R. J. ...", is written over a horizontal line.

### PURPOSE

To establish a standard for the wearing of Department issued uniforms.

### POLICY

- I. The Departmental uniform shall be worn at all scheduled Department activities (station drills, special training, parades, open house, etc.). The Department issued uniform shall be worn in the following manner. Every effort should be made to wear the uniform when responding to incidents particularly when responding from one's residence.
  - A. *White Shirt/Blue Shirt* –Only white or dark blue T-shirts (optional) may be worn with dress shirts. When not worn with a tie, only the top button of either shirt shall be unbuttoned. The breast badge shall be worn in the location provided on the uniform shirt above the left pocket (excluding probationary fire fighters). The name badge shall be placed over the right pocket, 1/8" over the top seam of the pocket. The E.M.T./Paramedic pins shall be placed 1/4" above the nameplate. Both shall be centered in relation to the pocket. Award ribbons may be worn on the uniform shirt 1/4" above the EMT and/or name bar. Only the Department shoulder patches shall be sewn on all white and blue shirts.
  - B. *Polos* - The Department issued uniform shirts and polo shirts are interchangeable. Polos are to be worn without added insignia.
  - C. *Uniform T-Shirt* - A T-shirt, when worn, shall be dark blue with the light blue uniform shirt and white with white uniform shirt. Members are encouraged to wear the Department issued T-shirt in conjunction with the blue uniform shirt. In such cases and with the permission of the OIC, the member may wear the Department T-shirt exposed when performing maintenance duties. The Department issued T-shirt may be worn with civilian dress, but only when representing the Department.
  - D. *Dress Sweater* – The Department issued sweater shall only be worn with the Department issued dress shirt. When the sweater is worn, the shirt collar will be worn outside the sweater, without the necktie, and the collar button will be unbuttoned. The sleeves of the sweater may be turned up; however, the sleeves should cover the shirt cuff. The waistband of the sweater may be turned up; however, it should cover the belt.

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- E. *Sweatshirt* – The Department issued sweatshirt shall not be worn during scheduled inspections and public appearances.
- F. *Pants* - Department issued blue pants shall be worn with the Department issued belt, but only when representing the Department.
- G. *Shoes/Boots* - Polished black oxford style shoes or leather/nylon boots shall be worn. Only dark blue or black socks shall be worn in conjunction with shoes/boots.
- H. *Class "A" Dress Blue Uniform* - The Class "A" dress blue uniform blazer shall be worn during special public events as directed by the Fire Chief. Department issued navy blue tie shall be worn with the blazer. Lapel pins (designating rank) shall be worn only with the Class "A" blazer. A 1/2" braid shall be sewn on each sleeve and shall correspond in color and number to bugle designations. Gold/silver stars for each 5 years of service shall be sewn on the left sleeve.
1. Chief of Department - 5 gold bugles
  2. Deputy Chief - 4 gold bugles
  3. Fire Marshal - 4 gold bugles
  4. Battalion Chief – 3 gold bugles
  5. Staff Lieutenant - 1 silver bugle (on red enamel field)
  6. District Chief - 3 gold bugles
  7. Inspector - 1 silver bugle (on blue enamel field)
  8. Captain - 2 silver bugles (parallel bugles)
  9. Lieutenant - 1 silver bugle
  10. Sergeant - silver chevrons
- F. *Uniform Baseball Style Cap* - The cap shall not be worn with Class "A's" or when performing fire prevention inspections.
- G. *Jump Suit* - Members may elect to purchase and wear a dark blue jump suit with the approval of the Fire Chief. Department patches may be requested and sewn on personal jump suits. Jump suits having Department patches shall be considered uniforms and will be worn in compliance with Department policy.
- H. *Department shoulder patches and service stars* – Department insignia shall be required on winter and summer jackets. Each cloth star will represent 5 years of fire service experience. Stars shall be worn on Class “A's” and winter coats only.
- II. Deviations from policy may be approved by the Fire Chief. All articles of clothing being worn as a member of the Farmington Hills Fire Department shall be clean and neatly pressed at all times.