

Uniform Regulations

1021.1 PURPOSE AND SCOPE

The uniform policy of the Fresno State Police Department is established to ensure that uniformed officers will be readily identifiable to the public through the proper use and wearing of department uniforms. Employees should also refer to the following associated policies:

Department Owned and Personal Property

Body Armor

Department Badges

Personal Appearance Standards

Commendations and Awards

The Uniform and Equipment Specifications manual is maintained and periodically updated by the Chief of Police or their designee. That manual should be consulted regarding authorized equipment and uniform specifications.

The Fresno State Police Department will provide a uniform allowance for all employees required to wear them in the manner, quantity and frequency agreed upon in the respective employee group's collective bargaining agreement.

1021.1.1 AUTHORITY OF THE CHIEF

The Chief shall be the final authority on matters pertaining to official uniforms, identification items and appearance. The Chief may call for a Uniform of the Day, requiring the wearing of a specific uniform during a special incident or unusual occurrence.

1021.2 WEARING AND CONDITION OF UNIFORM AND EQUIPMENT

Police employees wear the uniform to be identified as the law enforcement authority in society. The uniform also serves an equally important purpose to identify the wearer as a source of assistance in an emergency, crisis or other time of need.

- (a) Uniform and equipment shall be maintained in a serviceable condition and shall be ready at all times for immediate use. Uniforms shall be neat, clean, and appear professionally pressed.
- (b) All peace officers of this department shall possess and maintain at all times, a serviceable uniform and the necessary equipment to perform uniformed field duty.
- (c) Personnel shall wear only the uniform specified for their rank and assignment.
- (d) The uniform is to be worn in compliance with the specifications set forth in the department's uniform specifications that are maintained separately from this policy.
- (e) All supervisors will perform periodic inspections of their personnel to ensure conformance to these regulations.

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- (f) Civilian attire shall not be worn in combination with any distinguishable part of the uniform.
- (g) Uniforms are only to be worn while on duty, while in transit to or from work, for court, or at other official department functions or events.
- (h) If the uniform is worn while in transit, an outer garment shall be worn over the uniform shirt so as not to bring attention to the employee while he/she is off-duty.
- (i) Employees are not to purchase or drink alcoholic beverages while wearing any part of the department uniform, including the uniform pants.
- (j) Mirrored sunglasses will not be worn with any Department uniform.
- (k) Visible jewelry, other than those items listed below, shall not be worn with the uniform unless specifically authorized by the Chief of Police or the authorized designee.
 - 1. Wrist watch
 - 2. Wedding ring(s), class ring, or other ring of tasteful design. A maximum of one ring/set may be worn on each hand
 - 3. Medical alert bracelet

1021.2.1 DEPARTMENT ISSUED IDENTIFICATION

The Department issues each employee an official department identification card bearing the employee's name, identifying information and photo likeness. All employees shall be in possession of their department issued identification card at all times while on duty or when carrying a concealed weapon.

- (a) Whenever on duty or acting in an official capacity representing the department, employees shall display their department issued identification in a courteous manner to any person upon request and as soon as practical.
- (b) Officers working specialized assignments may be excused from the possession and display requirements when directed by their Lieutenant.

1021.4 INSIGNIA AND PATCHES

- (a) **Shoulder Patches** - The authorized shoulder patch supplied by the Department shall be machine stitched to the sleeves of all uniform shirts and jackets, one half of an inch below the shoulder seam of the shirt and be centered by the crease in the sleeve.
- (b) **Service stripes** - Service stripes indicating length of service may be worn on long sleeved shirts and jackets. Each service stripe represents five years of employment with a bonafide law enforcement agency. They are to be machine stitched onto the uniform. The bottom of the service stripe shall be sewn the width of approximately 3/4 of an inch above the cuff seam with the rear of the service stripes sewn on the dress of the sleeve. The stripes are to be worn on the left sleeve only.

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- (c) The regulation nameplate, or an authorized sewn on cloth nameplate, shall be worn at all times while in uniform. The nameplate shall display the employee's first initial and last name. Employees may have both first and middle initial if they so choose. The nameplate shall be worn and placed above the right pocket located in the middle, bisected by the pressed shirt seam, with equal distance from both sides of the nameplate to the outer edge of the pocket. The bottom of the nameplate shall be just touching or even with the upper most seam of the pocket.
- (d) Assignment Pins- Assignment insignias, (Motor Officer, FTO, CRU, etc.) may be worn as designated by the Chief of Police (see Commendations and Awards policy).
- (e) Flag Pin - A flag pin shall be worn, centered above the nameplate. The Chief of Police or designee may authorize exceptions.
- (f) Badge - The department issued badge, or an authorized sewn on cloth replica, must be worn and visible at all times while in uniform.
- (g) Rank Insignia - The designated insignia indicating the employee's rank must be worn at all times while in uniform. The Chief of Police or designee may authorize exceptions.
- (h) Other pins-See Commendations and Awards policy.

1021.4.1 MOURNING BAND

Uniformed employees may wear a black mourning band across the uniform badge whenever a law enforcement officer is killed in the line of duty, or when authorized by the Chief of Police. The band shall be worn across the badge, from the officer's upper left to his/her lower right. The following mourning periods will be observed:

- (a) An officer of this department " From the time of death until midnight on the 14th day after the death.
- (b) An officer from this or an adjacent county " From the time of death until midnight on the day of the funeral.
- (c) Funeral attendee " While attending the funeral of an out of region fallen officer.
- (d) National Peace Officers Memorial Day (May 15th) " From 0001 hours until 2359 hours.
- (e) As directed by the Chief of Police or their designee

1021.5 CIVILIAN ATTIRE

There are assignments within the Department that do not require the wearing of a uniform because recognition and authority are not essential to their function. There are also assignments in which the wearing of civilian attire is necessary.

- (a) All employees shall wear clothing that fits properly, is clean and free of stains, and not damaged or excessively worn.
- (b) All male administrative and investigative personnel who elect to wear civilian clothing to work shall wear button style or polo shirts with a collar, slacks/pants or suits that are moderate in style.

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- (c) All female administrative and investigative personnel who elect to wear civilian clothes to work shall wear dresses, slacks/pants, shirts, blouses, or suits which are moderate in style.
- (d) Variations from this order are allowed at the discretion of the Chief of Police or designee when the employee's assignment or current task is not conducive to the wearing of such clothing.
- (e) No item of civilian attire may be worn on duty that would adversely affect the reputation of the Fresno State Police Department or the morale of the employees.
- (f) Nothing in this policy is intended to lower the appearance or dress standards required for court attendance.

1021.5.1 IN SERVICE TRAINING

- (a) The policy of the Department is that all personnel attending in-service training shall dress appropriately. All pants shall be in neat and clean condition. Blue jeans are acceptable; however, they will not be dirty, overly worn out or faded. Shirts must have a collar and must be neat and clean. No t-shirts, tank tops, or altered shirts will be allowed. Leisure/recreational attire such as shorts, sweat clothes, military fatigues, thongs, sandals, or beach wear are not acceptable. Department uniforms will not be worn to in-service training unless authorized as part of the in-service training advisory.
- (b) All personnel who are assigned to "undercover assignments" will adhere to this policy when attending in-service training.
- (c) Personnel not in compliance with this dress code will not be allowed in class and documentation will be sent to their supervisor.
- (d) Department personnel who are on duty during in-service training are required to dress in accordance with this policy. Supervising and management personnel shall take appropriate action to enforce this policy.

1021.6 POLITICAL ACTIVITIES, ENDORSEMENTS, AND ADVERTISEMENTS

Unless specifically authorized by the Chief of Police, Fresno State Police Department employees may not wear any part of the uniform, be photographed wearing any part of the uniform, utilize a department badge, patch or other official insignia, or cause to be posted, published, or displayed, the image of another employee, or identify himself/herself as an employee of the Fresno State Police Department to do any of the following (Government Code §§ 3206 and 3302):

- (a) Endorse, support, oppose, or contradict any political campaign or initiative.
- (b) Endorse, support, oppose, or contradict any social issue, cause, or religion.
- (c) Endorse, support, or oppose, any product, service, company or other commercial entity.
- (d) Appear in any commercial, social, or non-profit publication, or any motion picture, film, video, public broadcast, or any website.

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1021.7 OPTIONAL EQUIPMENT - MAINTENANCE, AND REPLACEMENT

- (a) Any of the items listed in the Uniform and Equipment Specifications as optional shall be purchased totally at the expense of the employee. No part of the purchase cost shall be offset by the Department for the cost of providing the Department issued item.
- (b) Maintenance of optional items shall be the financial responsibility of the purchasing employee. For example, repairs due to normal wear and tear.
- (c) Replacement of items listed in this order as optional shall be done as follows:
 - 1. When the item is no longer functional because of normal wear and tear, the employee bears the full cost of replacement.
 - 2. When the item is no longer functional because of damage in the course of the employee's duties, it shall be replaced following the procedures for the replacement of damaged personal property (see the Department Owned and Personal Property Policy).

1021.7.1 RETIREE BADGES

The Chief of Police may issue identification in the form of a badge, insignia, emblem, device, label, certificate, card or writing that clearly states the person has honorably retired from the Fresno State Police Department. (This identification is separate and distinct from the identification authorized by Penal Code § 12027 and referenced in the Retired Officer CCW Endorsement Policy in this manual).

A badge issued to an honorably retired peace officer that is not affixed to a plaque or other memento will have the words "Honorably Retired" clearly visible on its face. A retiree shall be instructed that any such badge will remain the property of the Fresno State Police Department and will be revoked in the event of misuse or abuse (Penal Code § 538d).

1021.8 UNAUTHORIZED UNIFORMS, EQUIPMENT AND ACCESSORIES

Fresno State Police Department employees may not wear any uniform item, accessory or attachment unless specifically authorized in the Uniform and Equipment Specification manual or by the Chief of Police or designee.

Fresno State Police Department employees may not use or carry any safety item, tool or other piece of equipment unless specifically authorized in the Uniform and Equipment Specifications or by the Chief of Police or designee.

1021.9 REPAIRS

Repairs shall be of good quality, preferably by reweaving. Cover type patching is not permitted. Repairs that are larger than a quarter in size (twenty five cent piece) are unacceptable. No more than one repair shall be visible on any uniform item. Any repair which, because of its type, location or shape, draws attention, is unacceptable regardless of size.

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Obvious frays of collars, cuffs, pockets, sleeves, etc. shall render that garment unacceptable. Uniforms with wear spots which have become threadbare shall be properly repaired or replaced. Spots or stains which cause obvious visual attention will also render the garment unacceptable.

When the uniform or personal equipment is damaged in the performance of official duties, it may be possible for the department to secure reimbursement from the citizen(s) causing the damage. Such information shall be included in case reports and forwarded for appropriate action.

When a uniform or equipment is damaged by a citizen incident to an arrest, the damage shall be included in the arrest report. The officer should bring this to the attention of the Deputy District Attorney handling the case so that an effort may be made to have the court order the citizen to make reimbursement.

When damage occurs as a result of the employee's own negligence or from normal wear and tear, the responsibility for replacement rests with the employee.

Employees may request the department replace damaged uniforms by memorandum to the Chief of Police. The employee should set forth the justification, which will rebut any possible evidence of negligence. All such requests should be accompanied by any reports or other information relative to the incident.