

**SILVER BAY POLICE DEPARTMENT
UNIFORM SPECIFICATIONS/DRESS CODE**

POLICY #D-4

I. PURPOSE

The purpose of this policy is to establish the standards and specifications of the Silver Bay police department uniform and accessories for all licensed officers.

To set guidelines that provide for uniformity in the wearing of seasonal, work and dress uniform.

II. POLICY

It is the policy of the Silver Bay Police Department that all personnel of the Police Department, individually and collectively, will exhibit a professional appearance in order to: Gain respect, trust and support from the community; maintain discipline and uniformity of the department; promote public recognition of uniformed officers.

III. PROCEDURE

A. Uniforms, Equipment and Carriers

1. Uniforms, Equipment and Carriers shall be approved by the Chief of Police.
2. Uniforms will be classified in two categories, WORK and DRESS, which are defined as follows:
 - a. Work uniform will consist of a uniform shirt, or uniform polo shirt with a ballistic vest and outer carrier, uniform pant, duty belt, black shoe or boot, and jacket.
 - b. Dress uniform will consist of a long-sleeved uniform shirt, uniform pant, duty belt, black shoe or boot, tie, and jacket, if appropriate. Dress uniforms shall be worn for attendance at funerals, court appearances and teaching engagements or presentations. A ballistic vest outer carrier shall not be worn as part of the dress uniform. In the event a ballistic vest is worn in combination with the dress uniform, it shall be worn under the uniform shirt in a traditional style carrier.

B. Uniform Specifications

1. Uniform Shirts

- a. Shall be dark navy in color.
- b. May be long or short sleeved.
- c. Shall display the department issued badge above the left pocket.
- d. Shall have an American Flag patch above the right pocket.
- e. Shall have a Silver Bay Police Department patch on each sleeve.
- f. May have the name of the officer embroidered above the right pocket, and below the American Flag.
- g. May have a gold or brass colored nameplate affixed to the uniform shirt, above the right pocket, and below the American Flag.

2. Uniform Pant

- a. Shall be dark navy in color.
- b. May be traditional four pocket style pant.
- c. May be multi-pocket, cargo style pant.

3. Uniform Polo Shirts

- a. Shall be dark navy in color.
- b. May be long or short sleeved.
- c. Shall have a Silver Bay Police Department patch on each sleeve.
- d. Shall be worn under a ballistic vest outer carrier.

4. Outer Carrier

- a. Shall be dark navy in color.
- b. Shall be limited to four rows of molle strapping.
- c. Shall display the department issued badge above the left pocket.
- d. May have an American Flag above the right pocket.
- e. May have the name of the officer embroidered, in silver stitching, above the right pocket, and below the American Flag.
- f. May have a Silver colored nameplate affixed to the outer carrier, above the right pocket, and below the American Flag.
- g. May carry/attach gear equipment carriers and respective equipment to the outer carrier, and the gear/equipment shall be from the following list:
 - i. Taser and Taser Holster (Carried in compliance with SBPD Policy #D-3)
 - ii. Radio and Radio Holder
 - iii. Handcuff and Handcuff Case/Carrier
 - iv. Magazines and Magazine Holder
 - v. Flashlight and Flashlight Case/Carrier
 - vi. Baton and Baton Carrier/Case
 - vii. OC Spray and Carrier/Case
 - viii. Tourniquet and Carrier/Case
 - ix. Narcan and Carrier/Case
 - x. PPE Gloves and Carrier
 - xi. Keys and Carrier
 - xii. Cellular Phone and Carrier

xiii. Audio Recorder and Carrier

5. Uniform Jackets

- a. Shall be dark navy in color.
- b. Shall have an American Flag patch above the right pocket.
- c. Shall have a Silver Bay Police Department patch on each sleeve.
- d. May have the name of the officer embroidered above the right pocket, and below the American Flag.
- e. May have a silver colored nameplate affixed to the uniform shirt above the right pocket, and below the American Flag.

6. Non-Uniform Polo Shirts.

- a. Shall be dark navy, black, or in a color approved by the Chief of Police, or their designee.
- b. Shall have the department approved logo stitched on the left upper chest area.

7. Duty Belt

- a. Shall be basketweave.
- b. Shall be black in color.
- c. If a buckle is worn or included on the duty belt, it shall be approved by the Chief of Police.
- d. The following items may be carried on the duty belt:
 - i. Department Issued Firearm and Holster
 - ii. Taser and Taser Holster (Carried in compliance with SBPD Policy #D-3)
 - iii. Radio and Radio Holder
 - iv. Handcuff and Handcuff Case/Carrier
 - v. Magazines and Magazine Holder
 - vi. Flashlight and Flashlight Case/Carrier
 - vii. Baton and Baton Carrier/Case
 - viii. OC Spray and Carrier/Case
 - ix. Tourniquet and Carrier/Case
 - x. Narcan and Carrier/Case
 - xi. PPE Gloves and Carrier
 - xii. Keys and Carrier

8. Watch Hats and Baseball Style Hats

- a. Watch Hats (aka: Winter Hat) may be worn during inclement weather (snow, rain, wind, cold) and during any hour of the day or night.
 - i. Baseball Style Hats may be worn during the work hours. Must be approved by Chief of Police

9. Uniform Accessories

- a. Collar brass shall be gold in color with the letters S.B.P.D. Shirt collar brass shall be 3/8 inch in size. Jacket collar brass shall be 1/2 inch in size. The use of collar brass is highly recommended but not mandatory.
- b. Tie shall be dark navy or black in color.
- c. Dark navy "Commander" or "Military Style" sweaters or vests may be worn but shall be accompanied by a long sleeve shirt and tie.

C. Uniform Regulations

- 1. All uniform clothing, equipment and equipment carriers shall be approved by the Chief of Police, or their designee.
- 2. All cloth portions of the uniform will be dark navy in color.
- 3. Footwear for the uniform shall be black in color. If the chosen footwear allows socks to be seen, the socks shall be dark navy or black in color.
- 4. All department personnel will have a serviceable uniform, both work and dress, as described in this policy, available at-all-times to perform uniformed duty.
- 5. Uniforms, Equipment, Equipment Carriers, and accessories will fit properly, will be clean and neat, and will be free of rips, tears, holes, frayed edges, missing buttons, scuffs, and faded or tarnished colors. Cloth parts of the uniform will not be patched.
- 6. All leather, plastic and nylon carriers and equipment will be kept clean and give the appearance of being new. Leather articles will appear polished.
- 7. It will be the responsibility of all department personnel to replace any uniform or accessory items that are lost, destroyed, worn out, stolen, or unfit for use.
- 8. Pockets will not have a bulging appearance.
- 9. Each Officer is allowed the choice of wearing a long or short sleeved uniform shirt or uniform polo shirt and ballistic vest outer carrier.
- 10. Officer's choosing to wear a long sleeve uniform shirt shall also wear a dark navy or black colored tie with tie tack. In lieu of a tie, an officer may substitute the tie for a dark navy, black or white colored undergarment.

11. Department personnel, when working in uniform, attending a department authorized function in uniform or on a paid detail in uniform, will wear the designated uniform and may not vary the parts of the uniform without specific permission from the Chief of Police or the Sergeant.
12. Non-uniform polo shirts shall be allowed for special use only to include situations such as search warrants, training, emergency call ins, non-uniformed investigations, etc. In no case shall a polo shirt be worn for day-to-day patrol shifts.

D. Plain Clothes

1. Officers assigned to duties requiring civilian clothes will wear appropriate clothing for their assignment.
2. Officers are encouraged to dress smartly and in good style. Gaudy, flashy, or ill-fitting attire will not be permitted.
3. During an emergency response, an Officer may wear clothing that he/she believes to be appropriate but must have an outer garment that readily identifies the Officer as a Police Officer.
4. During an emergency or short notice response, an Officer may wear a baseball style cap that identifies the Officer as a Police Officer.

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IV. SUPERVISORS SIGNATURES

Cole W. Ernest
Chief of Police

Sergeant

V. EFFECTIVE DATE:

VI. REVISED DATE:

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DATE REVIEWED

SIGNATURE