



# Buxton Fire-Rescue

## Administrative Policy

Subject: Uniform Standard (9)

Section/Number: Policy (1)

Date Approved: August 23, 2013

*Not R. S. C.*



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### Objective:

To establish a consistent, neat and professional uniform standard.

### Applicability:

This policy shall be used for personnel working in one of the following capacities: full time, per diem, coverage details, outside details (funerals/parades), and any other event sanctioned by the department.

This policy applies to all personnel when they are on duty, regardless of the assignment.

This policy does not apply to call members when responding to emergency calls; however, they must wear appropriate personal protective equipment for both protection and identification (to the public). Personnel are also permitted, when turnout gear is not applicable, to use their department photo ID as a positive identification to members of the public.

While it is not required for call members to wear a uniform while responding on calls, attending trainings, completing station duties, etc., members are asked to use good judgment, and make sure the clothing they are wearing is appropriate for the workplace.

### Policy:

- a) The personal appearance of all department personnel is a reflection on both the Town and Department. The uniform shall be clean and members shall be well groomed and in neat appearance, at all times.
- b) Uniforms (Class A, B, or C) will be used only when on duty, for official department functions and activities, or when authorized by the Chief.
- c) Only approved uniform apparel, as outlined below, is authorized to be worn.
- d) Members working a scheduled shift shall be in uniform prior to their shift beginning, and be ready for work when their shift begins.

#### When to wear Uniforms:

- e) Class A Uniform's shall be worn during: parades, funerals, special presentations.
- f) Class B Uniform's shall be worn during: paid shifts, inspections, fire prevention, community events, outside coverage details, and as otherwise stated.
- g) Class C Uniform's shall be worn during: a) summer months between May 1<sup>st</sup> and August 30<sup>th</sup> each year, b) after 2200 hours and 0800 hours each day. Class C Uniform with a t-shirt may be worn during a heat emergency, between May 1<sup>st</sup> and August 30<sup>th</sup>, when the temperature is forecast to rise above 90 degrees.

*Not a Seal*

## Uniform Specifications:

### 1. Class A Uniforms –

#### A) Chief of Department:

- a. Hat – White bell cap with gold braid, 2 gold buttons, and 6 oak leaves on brim of hat.
- b. Hat Badge – Gold with 5 crossed trumpets, with “CHIEF” in middle of red circle.
- c. Jacket – Navy/Midnight Blue, double breasted with two rows of 6 gold buttons evenly spaced, with two buttons on each sleeve at wrist line. Each arm will have 5 - ½ inch evenly spaced gold braids below the elbow and above the two gold buttons at the wrist line of the jacket. Years of service hash marks, gold (1 hash mark per 5 years of service) above rank stripes on left sleeve. Patches: Left shoulder, department patch.
- d. Shirt – Long or Short sleeve, white (as per uniform supply specifications). Patches: Left shoulder, department patch; Right shoulder US Flag or EMS patch.
- e. Pant – 100 % Polyester, straight leg cut, Navy/Midnight Blue (as per uniform supply specifications). Women may wear navy/midnight blue skirt, knee length).
- f. Belt – Garrison style, black leather/mesh with gold buckle.
- g. Shoe – Black high gloss/patent leather shoe or boot (shined).
- h. Sock – Black
- i. Tie – Navy/Midnight Blue with Gold bar style clip with five crossed trumpets.

#### B) Deputy Chief:

- a. Hat – White bell cap with gold braid, 2 gold buttons, and 4 oak leaves on brim of hat.
- b. Hat Badge – Gold with 3 crossed trumpets, with “DEPUTY CHIEF” in middle of red circle.
- c. Jacket – Navy/Midnight Blue, double breasted with two rows of 6 gold buttons evenly spaced, with two buttons on each sleeve at wrist line. Each arm will have 3 - ½ inch evenly spaced gold braids below the elbow and above the two gold buttons at the wrist line of the jacket. Years of service hash marks, gold (1 hash mark per 5 years of service) above rank stripes on left sleeve. Patches: Left shoulder, department patch.
- d. Shirt – Long or Short sleeve, white (as per uniform supply specifications). Patches: Left shoulder, department patch; Right shoulder US Flag or EMS patch.
- e. Pant – 100 % Polyester, straight leg cut, Navy/Midnight Blue (as per uniform supply specifications). Women may wear navy/midnight blue skirt, knee length).
- f. Belt – Garrison style, black leather/mesh with gold buckle.
- g. Shoe – Black high gloss/patent leather shoe or boot (shined).
- h. Sock – Black
- i. Tie – Navy/Midnight Blue with Gold bar style clip with three crossed trumpets.

*Matt & Lee*

C) Captain:

- a. Hat – White bell cap with gold braid, 2 gold buttons, with black brim.
- b. Hat Badge – Gold with 2 vertical trumpets
- c. Jacket – Navy/Midnight Blue, double breasted with two rows of 6 gold buttons evenly spaced, with two buttons on each sleeve at wrist line. Each arm will have 2 - ½ inch evenly spaced gold braids below the elbow and above the two gold buttons at the wrist line of the jacket. Years of service hash marks, gold (1 hash mark per 5 years of service) above rank stripes on left sleeve. Patches: Left shoulder, department patch.
- d. Shirt – Long or Short sleeve, white (as per uniform supply specifications). Patches: Left shoulder, department patch; Right shoulder US Flag or EMS patch.
- e. Pant – 100 % Polyester, straight leg cut, Navy/Midnight Blue (as per uniform supply specifications). Women may wear navy/midnight blue skirt, knee length).
- f. Belt – Garrison style, black leather/mesh with gold buckle.
- g. Shoe – Black high gloss/patent leather shoe or boot (shined).
- h. Sock – Black
- i. Tie – Navy/Midnight Blue with Gold bar style clip with two vertical trumpets.

D) Lieutenant:

- a. Hat – Bell Top, White with silver braid, 2 silver buttons, and black brim.
- b. Hat Badge – Silver with 1 vertical trumpets
- c. Jacket – Navy/Midnight Blue, double breasted with two rows of 6 silver buttons evenly spaced, with two buttons on each sleeve at wrist line. Each arm will have 1 - ½ inch silver braid below the elbow and above the two silver buttons at the wrist line of the jacket. Years of service hash marks, silver (1 hash mark per 5 years of service) above rank stripe on left sleeve. Patches: Left shoulder, department patch.
- d. Shirt – Long or Short sleeve, white (As per uniform supply specifications). Patches: Left shoulder, department patch; Right shoulder US Flag or EMS patch.
- e. Pant – 100 % Polyester, straight leg cut, Navy/Midnight Blue (as per uniform supply specifications). Women may wear navy/midnight blue skirt, knee length).
- f. Belt – Garrison style, black leather/mesh with silver buckle.
- g. Shoe – Black high gloss/patent leather shoe or boot (shined).
- h. Sock – Black
- i. Tie – Navy/Midnight Blue with silver bar style clip with 1 vertical trumpet.

E) Private:

- a. Hat – Bell Top, Navy/Midnight Blue with black strap, 2 silver buttons, and black brim.
- b. Hat Badge – Silver with firefighter scramble.

*Not to Scale*

- c. Jacket – Navy/Midnight Blue, double breasted with two rows of 6 silver buttons evenly spaced, with two buttons on each sleeve at wrist line. Years of service hash marks, silver (1 hash mark per 5 years of service) above rank stripe on left sleeve. Patches: Left shoulder, department patch.
- d. Shirt – Long or Short sleeve, Light Blue (as per uniform supply specifications). Patches: Left shoulder, department patch; Right shoulder US Flag or EMS patch.
- e. Pant – 100 % Polyester, straight leg cut, Navy/Midnight Blue (as per uniform supply specifications). Women may wear navy/midnight blue skirt, knee length).
- f. Belt – Garrison style, black leather/mesh with silver buckle.
- g. Shoe – Black high gloss/patent leather shoe or boot (shined).
- h. Sock – Black
- i. Tie – Navy/Midnight Blue with silver bar style clip with firefighter scramble.

## 2. Class B Uniforms –

Note that Chief Officers have the option of wearing a white or navy/midnight blue shirt while on duty. Below find the Class B Uniform specifications:

- i. Button Shirt – Navy/Midnight Blue (as per uniform supply specification), long sleeve or short sleeve. Patches: Left sleeve department patch; right sleeve US Flag or EMS patch.
  - 1. Long sleeve button down shirts should be used from mid-September until mid-April. Short sleeve button down shirts should be used from mid-April until mid-September.
- ii. Polo Shirt – Polo shirts can be worn all year. They shall be Navy/Midnight Blue (as per uniform supply specification), long sleeve or short sleeve, with the department approved embroidery on the left chest. Individuals may choose to add their name/rank to the uniform however it is not required.
- iii. Mock Turtle Neck – can be worn underneath a button down shirt, must be black/navy/midnight blue.
  - 1. If the turtle neck had embroidery on the neck it shall read “BFR”. For Chief Officers and Captains the embroidery shall be in gold, and for all others it shall be in white.
- iv. Pants - Navy/Midnight Blue (as per uniform supply specification), to match the uniform shirt.
  - 1. EMS style cargo pants are an option.
- v. Belt – Black.
  - 1. For Chief Officers and Captains the buckle shall be gold, and for all others it shall be in silver. A black buckle is also an option for both.
- vi. Footwear – Mostly black shoe, boot, or sneaker.
- vii. Jacket – cold weather work jacket (non-structural) navy blue or safety green.
- viii. Baseball/Knit Winter Hat – as approved by the department, with logo on hat.

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3. Class C Uniforms –

Class C Uniforms have applicability while working a paid shift a) after 2000 hours until 0800 hours, b) during the summer months between May 1<sup>st</sup> and August 30, each part below will identify when they can be worn. Below find the Class C Uniform Policy:

- i. Uniform Shorts – Uniform shorts can be worn from May 1<sup>st</sup> until August 30<sup>th</sup> each year, or after 2200 hours or before 0800 hours each day. They shall be Navy/Midnight Blue (as per uniform supply specification), to match the uniform shirt.
  1. If wearing shorts, do not wear a button down shirt, wear department approved polo shirt.
- ii. Heat Emergency – During a heat emergency, between May 1<sup>st</sup> and August 30<sup>th</sup>, the temperature will rise above, or is scheduled to rise about 90 degrees a department approved T-shirt may be worn with uniform shorts.

**Approved Uniform Accessories:**

Chief: (Note – All accessories for Chief Officers and Captains shall be gold in color)



Badge

Worn on Left Chest of button down shirt, Class A Jacket, winter uniform coat



Collar Brass  
Worn on Collar of uniform shirt. When worn with Class A Jacket, only 1 set should be worn on Jacket



Hat Brass

Worn on front center of hat where the badge tab is located



Name Tag/Serving Since Bar

Worn on Right chest, above button down shirt pocket, with serving since badge under name tag

*Not to Scale*

Deputy Chief: (Note – All accessories for Chief Officers and Captains shall be gold in color)



Badge



Collar Brass



Hat Brass



Name Tag/Serving Since Bar

Captain: (Note – All accessories for Chief Officers and Captains shall be gold in color)



Badge



Collar Brass



Hat Brass



Name Tag/Serving Since Bar

Lieutenant: (Note – All accessories for Lieutenants and Privates shall be silver in color)



Badge



Collar Brass



Hat Brass



Name Tag/Serving Since Bar

*Not to Scale*

Private: (Note – All accessories for Lieutenants and Privates shall be silver in color)



\*Paramedic or Fire  
Police can replace  
Firefighter  
Badge



Collar Brass



Hat Brass



Name Tag/Serving Since Bar

Alternate Approved Uniform Accessories:

Other approved uniform accessories include the following items:

- i. Years of Service Award
- ii. Department Award Bars
- iii. Fire Service Organization Award Bars (Executive Fire Officer)
- iv. Eagle Scout Badge
- v. Any items approved by the Chief