

SOUTH METRO FIRE RESCUE POLICIES & PROCEDURE



Subject: Class A Dress Code

Division: Operations

Effective Date: 10/29/2021

Revision Date: 10/29/2021

Scope: All uniformed personnel

Purpose: South Metro Fire Rescue (SMFR) expects its employees to appear professional and business-like at all times while on Department duty. The purpose of this guide is to ensure consistency among all uniformed personnel representing SMFR while wearing a Class A uniform.

Procedure: The following are the approved standard uniforms of the District for wearing the Class A uniform:

All personnel are responsible for the maintenance, cleaning, and respectable use of their dress uniform. The employee is responsible for alterations and/or changes in size or unwarranted wear and tear following the original issue of the dress uniform. Change in status alterations will be covered by the District (via a completed Expense Report Form with supervisor approval and attached receipt submitted to Finance).

Uniforms must be clean, neat, correct in design, and in serviceable condition. Uniforms coats, as well as pockets, must be buttoned. Shoes must be shined and serviceable at all times. A hat is to be worn square on the head and two fingers above the nose.

Dress uniforms are purchased by the District for all sworn personnel once they complete their probationary year. Dress uniforms are worn at formal occasions, e.g., promotions, formal speaking engagements, funerals, formal inspections, oral boards, etc.

- Dress hat is New York bell style.
- Dress uniforms are black US Navy double-breasted with matching slacks and a white long-sleeved dress shirt.
- Articles such as pens, pencils, or combs must not be worn or carried exposed on the uniform.
- Sunglasses are prohibited while in formation or performing in a detail or ceremony. Only prescription eyeglasses are acceptable.
- Ribbons and accolades from legacy departments may be worn ½ inch below the South Metro ribbons accolades.
- Collar pins (denoting rank) are worn on the lapel, centered ½" above the lapel cut.
- Cut-out collar brass is worn on the dress shirt, indicating rank.

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- Chief Officers who have been awarded the Chief Fire Officer (CFO) designation through the Commission on Professional Credentialing may also wear the CFO collar brass on the lower lapel.
- Tie is black, traditional dress; clip-on safety or Velcro safety ties.
- Button collar brass and badge are worn on the coat, indicating rank.
- Flag, Ribbons, CFO/EFO and Pipes & Drums, and military veteran bars may be worn on the coat, but no nameplate or any other pins (e.g., EMT-B/P, years of service, etc.). Collar pins (denoting rank) are worn on the lapel, centered ½” above the lapel cut. -The top of the first ribbon/bar displayed shall run even with the top of the badge and equidistant from the coat lapel on the opposite side.
- The ribbon/bar display will be built on the right chest side of the jacket in order of precedence, with the flag on top, from right to left in one or more rows of one (1), two (2), or three (3) with no more than 1/8 inch of space between the rows.
- Footwear is black Perma-shine, high-gloss, low quarter oxfords, and black socks. If a Perma-shine shoe is not available, black, low quarter oxford style dress shoes may be worn.
- Station/work boots, tennis shoes, or other shoes are not permissible.
- Please refer to the Meritorious Award Program for order of precedence.

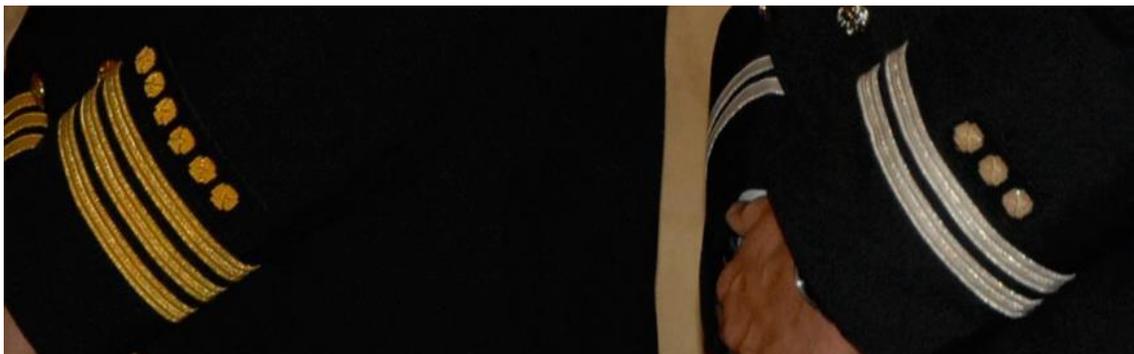


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The belt is black leather dress basket weave with silver or gold buckle. Gold belt buckles are worn by Chief Officers. Silver buckles are worn by all other ranks. Gloves are white cotton dress gloves (without gripper dots). Hats are worn out of doors & removed when indoors.

1. Chief Officer:

- a. Hat – white bell with gold row scramble on black bill
- b. Chinstrap – gold with gold side screws
- c. Cap device:
 - Fire Chief – five crossed gold trumpets
 - Assistant Chief – four crossed gold trumpets
 - District Chief – three crossed gold trumpets
 - Battalion & Bureau Chief – two crossed gold trumpets
- d. Button collar pins:
 - Fire Chief – five crossed gold trumpets
 - Assistant Chief – four crossed gold trumpets
 - District Chief – three crossed gold trumpets
 - Battalion & Bureau Chief – two crossed gold trumpets
- e. Coat stripes:
 - Fire Chief – five ½” gold stripes
 - Assistant Chief – four ½” gold stripes
 - District Chief – three ½” gold stripes
 - Battalion & Bureau Chief – two 1/2 “ gold stripes
- f. Badge is worn above the pocket on the left chest
- g. Maltese crosses – gold @ left sleeve above stripes (one for completion of each five years as a career firefighter)



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2. **Captain:**

- a. Hat – black bell with black bill
- b. Chinstrap – Silver with silver side screws
- c. Cap device – two silver trumpets in the vertical position pointing down
- d. Button collar pins – two silver trumpets
- e. Coat stripes – two ½” silver stripes
- f. Badge is worn above pocket on left chest
- g. Maltese crosses – silver @ left sleeve above stripes (one for completion of each five years as a career firefighter)

3. **Lieutenant:**

- a. Hat – black bell with black bill
- b. Chinstrap – silver with silver side screws
- c. Cap device – one silver trumpet in the vertical position pointing down
- d. Button collar pins – one silver trumpet
- e. Coat stripes – one ½” silver stripe
- f. Badge is worn above pocket on left chest
- g. Maltese crosses – silver @ left sleeve above stripe (one for completion of each five years as a career firefighter)

4. **EMS District Supervisor:**

- a. Hat – black bell with black bill
- b. Chinstrap – black with silver side screws
- c. Cap device – (scramble) gold caduceus
- d. Button collar pins – gold caduceus
- e. Coat Stripes – three ½” blue stripes
- f. Badge is worn above pocket on left chest
- g. Maltese crosses – blue @ left sleeve above stripes (one for completion of each five years as a career firefighter)

5. **EMS Battalion Supervisor:**

- a. Hat – black bell with black bill
- b. Chinstrap – black with silver side screws
- c. Cap device – (scramble) silver caduceus
- d. Button collar pins – silver caduceus
- e. Coat Stripes – two ½” blue stripes
- f. Badge is worn above pocket on left chest
- g. Maltese crosses – blue @ left sleeve above stripes (one for completion of each five years as a career firefighter)

6. **Engineer:**

- a. Hat – black bell with black bill
- b. Chinstrap – black with silver side screws
- c. Cap device – silver fire engine

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- d. Button collar pins – silver fire engine
- e. Coat stripes – one ½” blue stripe
- f. Badge is worn above pocket on left chest
- g. Maltese crosses – blue @ left sleeve above stripe (one for completion of each five years as a career firefighter)

7. EMS Field Training Officer

- a. Hat – black bell with black bill
- b. Chinstrap – black with silver side screws
- c. Cap device – (scramble) silver caduceus
- d. Button collar pins – (scramble) one (1) silver caduceus and one (1) “FTO” pin
- e. Coat Stripes – one ½” blue stripe
- f. Badge is worn above pocket on left chest
- g. Maltese crosses – blue @ left sleeve above stripes (one for completion of each five years as a career firefighter)

8. Firefighter & Paramedic:

- a. Hat – black bell with black bill
- b. Chinstrap – black with silver side screws
- c. Cap device – (scramble) silver hook & ladder
- d. Button collar pins – (scramble) silver hook & ladder
- e. Coat stripes – one ½” blue stripe
- f. Badge is worn above pocket on left chest
- g. Maltese crosses – blue @ left sleeve above stripe (one for completion of each five years as a career firefighter)

9. Honor Guard: Reference the Honor Guard specific policy (Policy forthcoming)

10. Retiree/Alumni:

- Class A Uniform worn as listed above based on rank at retirement
- Retiree (20/20+ years of service or medical retirement in good standing) – Retiree Rocker on left sleeve 1 inch below department patch
- Alumni (less than 20 years of service in good standing) – Alumni Rocker on left sleeve 1 inch below department patch