

# WEAR AND APPEARANCE OF THE UNIFORM

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MASSACHUSETTS POLICE ACCREDITATION STANDARDS REFERENCED: <b>17.5.2; 22.2.5</b>	REVISION DATE: 12 January 2012

## I. GENERAL CONSIDERATIONS AND GUIDELINES

As service providers, employees should present a professional appearance to the public at all times and reflect a positive image as members of the department. A person who is neatly dressed and well-groomed instills confidence in others about his/her abilities. A professional uniform appearance also enhances morale, fosters teamwork, and develops *esprit de corps*.

## II. PURPOSE

To prescribe the authorization for wear, composition, and classification of uniforms for all personnel, issued, and optional, for all members of the Everett Police Department. This policy also prescribes the accessories, awards, and insignia authorized for wear on the uniform, and how these items will be worn.

## III. POLICY

It is the policy of the department that:

- a. Standards of uniform attire shall be maintained by this agency;
- b. All employees shall present a neat, well-groomed, professional appearance while in uniform;
- c. Non-uniformed employees shall present a neat, well-groomed, professional appearance while on duty and,

- d. Exceptions may be made by a competent authority if necessitated by the police mission.
- e. Personnel of the Everett Police Department will **only** wear uniforms, accessories, and insignias prescribed in this policy.
- f. Employees are responsible for the proper maintenance, care, safekeeping, and authorized use of their uniforms and equipment. Uniforms must fit properly, be clean, neat, and in good repair.
- g. Non-uniformed employees, while on duty, will at all times be neatly dressed and professional in appearance. A badge or identification will be pinned or clipped to the outermost garment in plain view, when there is a need to be identified as an Everett Police Officer.
- h. Employees shall not alter uniforms, weapons, or equipment in any way without permission of the Chief of Police.
- i. Employees while at court, shall wear prescribed uniforms or appropriate business attire.
- j. Distinguishable police uniforms will not be worn in combination with any non-uniform clothing while on duty, except as authorized by the Chief of Police. Uniformed employees may wear non-uniform clothing (jacket) over their uniform while traveling to and from work as long as their uniform is not readily visible.

#### **IV. DEFINITIONS**

- 1. *Civilian Attire*: Non-uniform clothing.
- 2. *Business attire*: Dress clothes such as business suit, suit coat, dress pants, shirt and tie for men, or a business dress or pants suit for women.
- 3. *Business Casual*: Neat casual clothing such as khakis, dress shirt, polo shirt, etc. Jeans are not considered business casual.
- 4. *Uniform Accessories*: Articles approved by the Chief of Police which may be worn with the official uniform.
- 5. *Uniform of the Day*: Uniform as directed by this policy or a competent authority.
- 6. *Uniform Insignia*: Patches, name tags, rank insignia, and other items worn on the uniform.

#### **V. GENERAL OVERVIEW**

- 1. The Class A Uniform consists of the blue service blouse coat, trousers, long sleeve shirt, a black tie, and other accessories prescribed by the Chief of Police.

2. The Class A Uniform trouser and service blouse coat will be of a matching color of blue.
3. The Class A Uniform trousers will have a single one (1) inch black braid sewn down the outer seam from the lower pocket to the bottom of the trouser cuff for all ranks.
4. The Class B Uniform is similar to the Class A Uniform, except the service blouse coat is not worn. A long sleeve or short sleeve shirt may be worn. A tie is required when wearing the long sleeve shirt; the tie is optional for a short sleeve shirt. The trousers will have a single one (1) inch blue braid. The black mock-turtleneck may be worn with the long sleeve shirt in lieu of a tie.
5. The black mock-turtleneck will not be worn with a short sleeve shirt. A long sleeve shirt, black v-neck sweater or black pullover **must** be worn over the turtleneck. A turtleneck worn with only an outer garment over it is **not** an authorized uniform variation.
6. The black mock turtleneck shirt for wear under a shirt or black v-neck sweater will have 3/4 inch full block EPD lettering on the left side of the collar. Patrolmen and Detectives (in uniform) will have white lettering. Sergeants and above will have gold lettering. **Turtlenecks shirts with embroidered name and badge are not authorized for wear alone.**
7. Class B trousers and shirts will be of a matching midnight blue color.
8. Class B Uniform trousers will have a 3/4 inch Copeland (Boston) Blue braid sewn down the outer seam from the lower pocket to the bottom of the trouser cuff.
9. The 5.11 Class B Patrol Duty Uniform (PDU) has been authorized for wear as an alternative to the traditional Class B uniform midnight navy for patrol and black for specialized units (K9, SOU, Traffic).
10. The Class C Uniforms are utility, detail, and other organizational uniforms such as Bicycle Patrol and Cold Weather uniforms. The BDU uniform in blue and black will have an eventual wear out date and no longer authorized for wear.

## **VI. PERSONAL APPEARANCE**

1. **HAIR:** There are many hairstyles that are acceptable, so long as the hair is kept in a neat, clean manner, the acceptability of the style will be judged solely by the criteria described below. Extreme or fad style haircuts are not authorized. If dyes, tints, or bleaches are used, colors must be natural to human hair colors. Haircuts without reference to style, will conform to the following standards:

- a. **Male**

- 1) The hair on the top of the head will be neatly groomed. The length and bulk of the hair will not be excessive or present a ragged, unkempt, or extreme appearance. Hair will present a tapered appearance and when combed will not fall over the eyes, the eyebrows, or the ears, or touch the collar except for the hair at the back of the neck. In all cases the bulk or the length of the hair will not interfere with the normal wear of the headgear.
- 2) Sideburns will be neatly trimmed. The base will not be flared and will be a clean-shaven, horizontal line. Sideburns will not extend below the lowest part of the exterior ear opening.
- 3) The face will be clean-shaven, except mustaches are permitted. If a mustache is worn, it will be kept neatly trimmed, tapered, tidy, and will not present a chopped off appearance. No portion of the mustache will cover the upper lip line or extend sideways beyond the vertical line drawn upward from the corner of the mouth. (see Figure 6-1) Handlebar mustaches, beards, and goatees are not authorized, except as approved by the Chief of Police.
- 4) Non-sworn personnel may wear a mustache or beard if neatly trimmed and reflective of a professional image.



Figure 6-1 – Moustache/Facial hair

**b. Female**

- 1) Hair will be neatly groomed. The length and bulk of the hair will not be excessive or present a ragged, unkempt, or extreme appearance. Hair will not fall over the eyes or the eyebrows, or the ears, or below the collar. In all cases the bulk or the length of the hair will not interfere with the normal wear of the headgear.
- 2) Hair holding ornaments (barrettes, pins, clips), if used must be transparent or similar in color to the hair, and will be inconspicuously placed. Beads or similar ornaments are not authorized.
- 3) Females are authorized to wear cosmetics applied conservatively and in good taste. Exaggerated or faddish cosmetic styles are inappropriate with the uniform and will not be worn. Lipstick and nail polish may be worn in uniform as long as the color is conservative and compliments the uniform.

**2. ALL PERSONNEL:**

- a. Fingernails will be kept clean and trimmed so as not to interfere with the performance of their duty, detract from a professional image, or present a safety hazard.
- b. Tattoos must not be offensive in nature or detract from the professional image of the uniform. Personnel may not have tattoos on their hands, neck, or facial areas.

## VII. WEARING OF JEWELRY

1. The wearing of a wrist watch, a wrist identification bracelet, and not more than two (2) rings (wedding set is considered one ring) is authorized with the uniform, unless prohibited for safety or health reasons as long as the style is conservative and in good taste.
2. No jewelry chains, pendants, or similar items will appear exposed on uniforms.
3. Male or female personnel will not wear earrings with any duty uniform.

**NOTE:** The Department will accept NO liability for jewelry lost/damaged in the performance of duty.

## VIII. HONOR GUARD UNIFORM

1. The Honor Guard Uniform is worn for all formal events and ceremonies that members may be assigned to attend



Figure 8-1 Honor Guard Uniform  
(note: old style badge shown in photo)

2. The Honor Guard Uniform consists of the following items:
  - a. Dress Blue High Collar Bi-Swing Back Blouse Coat with one (1) inch French Blue Braid on lower sleeve and silver piping outlining base, collar, edge, epaulets, and braid;
  - b. Department Patch with Honor Guard rocker above on both sleeves of Dress Blue High Collar Blouse Coat (all gold on patch will be replaced with silver)
  - c. Chevrons and service hash marks (optional) will be place on sleeve in accordance with uniform specs;
  - d. Lieutenant and above rank insignias will be place on shoulder seam edge of epaulets;
  - e. City Seal Disk will be placed on collar (Silver for Patrolmen, Gold for Sergeants and above);
  - f. Dress Blue Pants with single one (1) inch French Blue Braid with piping outlining braid on outer seam of leg;
  - g. Dress Cap with hat badge will be the round/saddle style hat with long visor. The hat band will be trimmed with a French Blue band outlined with silver piping and have a silver braided hat band for Patrolman and gold for Sergeants and above;
  - h. Patent Leather or Clarino finished gun belt with matching Shoulder Cross Strap, handcuff pouch, holster, and magazine pouch;
  - i. Patent Leather or Clarino Dress Shoes;
  - j. No name tag is worn with Honor Guard Uniform.

## **IX. CLASS A UNIFORM**

1. The Class A Uniform is worn for all formal events and ceremonies. (see Figure 9-1) All sworn personnel are required to own a Class A Uniform.
2. The Class A Uniform consists of the following items:
  - a. Class A Uniform specs:
    - 1) Flying Cross (by Fechheimer) single breasted jacket
      - 1) Model # 34891 or 34880
      - 2) Color: Navy Blue
    - 2) Matching Uniform Trousers
      - 1) Male: 32278 or 34291
      - 2) Female: 35291

***Note: Other uniform vendors/suppliers may be available but must conform to the specifications of the Flying Cross model***

- b. Single Black Braid (½ inch - nylon) on lower sleeve for Patrolmen & Sergeants
- c. Single Gold Braid on lower sleeve for Lieutenants (½ inch - metallic)
- d. Two Gold Braids on lower sleeve for Captains (½ inch - metallic)
- e. Three Gold Braids on lower sleeve for Deputy Chief (½ inch - metallic)
- f. Four Gold Braids on lower sleeve for Chief of Police (½ inch - metallic)
- g. Pin on Rank Insignias will be placed 1" in from shoulder sleeve and centered on the epaulets of the jacket for Lieutenants and Captains.
- h. Lieutenants and Captains may wear embroidered rank insignia (metallic gold) in lieu of the pin on as listed above.
- i. Chief of Police will wear rank insignia on the on the epaulet strap of the jacket.
- j. Sergeants will **not** wear rank insignia on Class A Jacket
- k. EPD insignia will be placed on collar of the shirt (Silver for Patrolmen and Detectives, and Gold for Sergeants, Lieutenants, Captains, and Chief of Police).
- l. Dress Blue Pants with single one (1) inch Black Braid on outer seam of leg for all personnel.
- m. Blue long sleeve shirt with color matching that of the blouse coat and dress pants for Patrolmen, Detectives, and Sergeants
- n. White long sleeve shirt for Lieutenants and above.
- o. Badge only work above left breast pocket.
- p. Name Tag is not worn with Class A Uniform
- q. Black Tie with tie clasp
- r. Black Shoes or Boots – highly polished. Clarino or Patent leather shoes/boots may be worn.
- s. Eight Point Dress Cap with short brim and hat badge
- t. Black Socks
- u. Department Patch on both sleeves of Dress Blue (Class A)Blouse Coat
- v. Service Stripes/Hash Marks (blue for patrolman/detective; gold for Sergeants and above) may be worn on the left coat sleeve (optional).
- w. Black Leather Belt
- x. Black Leather Off Duty Holster and one Magazine Holster



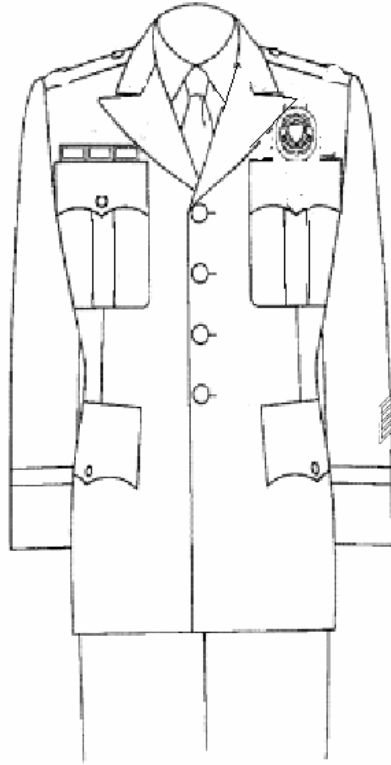


Figure 9-1 Class A Uniform  
(shown w/Badge, Awards and service stripes)

## **X. CLASS B UNIFORM**

1. The Class B Uniform is generally worn during regular patrol functions. There are three variations to the Class B Uniform, long sleeve, short sleeve, and mock-turtleneck.
2. Long Sleeve (see Figure 10-1) – Mandatory 15 October through 15 April each year. It may also be worn the rest of the year depending upon weather conditions. The long sleeve uniform consists of the following items:
  - a. Long Sleeve Blue Shirt and Blue Dress Pants with  $\frac{3}{4}$  inch Copeland (Boston) Blue braid on outer seam;
  - b. Long Sleeve white shirt may be worn by Lieutenants and above on Administrative Duty;
  - c. Tie and tie clasp or black mock turtleneck (cotton/spandex blend) with  $\frac{3}{4}$  inch EPD full block lettering on left side of collar;
  - d. Badge holder with department badge, name tag (with  $\frac{1}{2}$  inch lettering in black) and US Flag pin on left breast.
  - e. Tie clasps for Patrolman and Detectives (in uniform) will be silver in color. Sergeants and above will wear gold tie clasps.

- f. Name tag – with ½ inch lettering (lettering in black):
  - 1) silver for patrolmen and detectives;
  - 2) gold for sergeants and above.
- g. Highly polished Black shoes or boots. Clarino or Patent leather shoes/boots may be worn.
- h. Badge, name tag, US Flag Pin and badge holder as worn uniform shirt (left breast).
- i. Eight Point Dress Cap with short brim and hat badge or Black Knit Cap (weather permitting).
- j. Black V-neck Sweater may be worn over the long sleeve shirt. Badge and Nametag must be visible on the sweater on a leather sheath. Sergeants will sew on rank insignia on sweater. Lieutenant and above may wear either pin-on rank insignia or shoulder boards on the sweater.
- k. Authorized duty gear.

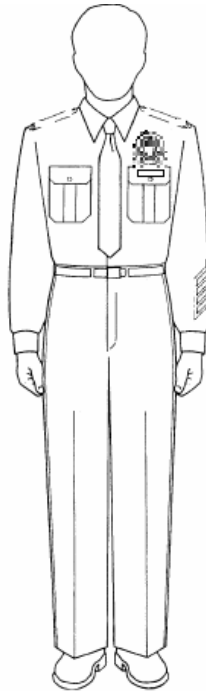


Figure 10-1 Long Sleeve Shirt with Badge & Name Holder & Service Stripes  
(no duty gear shown)

- 3. Short Sleeve Shirt (see Figure 10-2) – Only worn 15 April through 15 October of each year. The Administrative Personnel, Shift OIC, Desk and Wagon Officer may wear short sleeve shirts all year round. (note: between 15 Oct and 15 April when the wagon officer leaves the station he/she must wear a jacket)

- a. Short Sleeve midnight blue Shirt and midnight blue Pants with  $\frac{3}{4}$  inch Copeland (Boston) Blue Braid on outermost pant seams.
- b. Short Sleeve White Shirt may be worn by Lieutenants and above in rank while on Administrative Duty.
- c. Highly polished Black shoes or boots. Clarino or Patent leather shoes/boots may be worn.
- d. Badge, name tag, US Flag Pin and badge holder as worn on uniform shirt (left breast).
- e. Black crew neck T-shirt for wear with blue uniform shirt, White crew neck t-shirt for wear with white uniform shirt collar of t-shirt must be visible in the shirt opening. No other colors are authorized (sleeves of T-shirt must **not** hang below or be visible hanging out of the sleeve of the shirt).
- f. Eight Point Dress Cap with short brim and hat badge.
- g. The Black V-neck sweater may be worn over the short sleeve shirt. Badge and Nametag must be visible on the sweater. Sergeants will sew on rank insignia on sweater. Lieutenant and above may wear either pin-on rank insignia or shoulder boards on the sweater.
- h. The turtleneck is **not** authorized for wear with the short sleeve shirt.

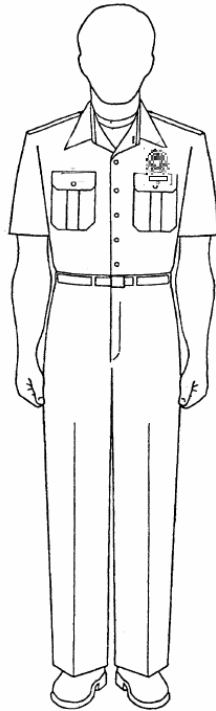


Figure 10-2 – Class B Short Sleeve (duty gear not shown)

4. Suggested makers and models for Class B shirts and trousers.

**Note: Other uniform makes & models may be available but must conform to the specifications of the models listed**

## a. Shirts:

- 1) Flying Cross All Weather Tropical Deluxe
  - 1) Model number 47W6676 LS (Men's)
  - 2) Model number 97R6676 SS (Men's)
  - 3) Model number 104W6676 LS (Women's)
  - 4) Model number 154R6676 SS (Women's)
- 2) Flying Cross Deluxe Wool Washable
  - 1) Model number 07W8786S LS (Men's)
  - 2) Model number 57R8786Z SS (Men's)
  - 3) Model number 107W8786Z LS (Women's)
  - 4) Model number 157R8786Z SS (Women's)
- 3) Blauer Classact 8400 LS
- 4) Blauer Classact 8410 SS
- 5) Elbeco Special Duty
  - 1) Model number 214-3 LS (Men's)
  - 2) Model number 2214-3SS (Men's)
  - 3) Model number 8214-3 LS (Women's)
  - 4) Model number 8814-3 SS (Women's)
- 6) Fechheimer Command Shirt
  - 1) Model number 12020 LS (Men's)
  - 2) Model number 12000 SS (Men's)
  - 3) Model number 12030 LS (Women's)
  - 4) Model number 12010 SS (Women's)
- 7) 5.11 Tactical Men's PDU Class A
  - 1) Model number 72344 LS (Men's)
  - 2) Model number 71183 SS (Men's)
  - 3) Model number 62064, 62067W LS (Women's)
  - 4) Model number 61158, 61161W SS (Women's)

## b. Trousers

- 1) Blauer Classact 8500, navy blue w/four pockets
- 2) Blauer Classact 8510P8, navy blue w/ 8 pockets

- 3) Elbeco pants, navy blue in color
    - 1) Model number E8920 w/6 pockets
    - 2) Model number E8931 w/ 6 pockets
    - 3) Model number E514 w/ 4 pockets
  - 4) Fechheimer Brothers, navy blue in color
    - 1) Model 33298
    - 2) Model 43298
    - 3) Model 32298
  - 5) 5.11 Class A Twill PDU Pant, midnight blue in color
    - 1) Model number 74338 (Men's)
    - 2) Model number 64304, 64308W (Women's)
5. Black Mock Turtleneck – May be worn anytime during the year that the long-sleeve shirt is authorized for wear. The mock-turtleneck will:
- a. Be black in color made from a cotton/spandex blend;
  - b. A  $\frac{3}{4}$  inch EPD full block lettering on left side of collar, white for Patrolman and Detectives, gold for sergeants and above;
  - c. Will **NOT** be worn as an outer garment, a long sleeve shirt, black v-neck sweater or black pullover with a badge, name tag, US Flag Pin and badge holder;
  - d. A jacket/outerwear **only** over the turtleneck is **not** authorized.

## **XI. CLASS B PATROL DUTY UNIFORM (PDU)**

1. **Reference Admin Order 11-008:** The department has authorized for wear the 5.11 Class B Patrol Duty Uniform (PDU). This authorization is for a testing/transition period between the current Class B Uniform and the Class B Patrol Duty Uniform. Personnel are required to maintain at least one serviceable set of the traditional Class B Uniform (LS & SS).
2. Authorized Items Male Officers:
  - a. 5.11 Tactical Men's PDU Class B Twill Cargo Pant – 74326
  - b. 5.11 Tactical Men's PDU LS Class B Twill Shirt – 72345
  - c. 5.11 Tactical Men's PDU SS Class B Twill Shirt – 71177
3. Authorized items for Female Officers:

- a. 5.11 Tactical Women's PDU Class B Twill Cargo Pant – 64306, 64310W
  - b. 5.11 Tactical Women's PDU LS Class B Shirt – 62065, 62068W
  - c. 5.11 Tactical Women's PDU SS Class B Shirt – 61159, 61162W
4. Required items for all officers:
    - a. Shirt and pant color is Midnight Navy (750)
    - b. No braid is required on the cargo pant.
    - c. Badge, Name Tag, Flag Pin and Name Tag Holder on left breast, above pocket
    - d. Sew on badges; nametapes, etc are **not** authorized.
    - e. Eight point hat is the normal duty headgear.
    - f. The Midnight Navy PDU will also replace the Blue BDU as the uniform for details. A wear out date for the Blue BDU will be forthcoming.
    - g. Baseball cap may worn with this uniform on details only.
    - h. Department patch on left sleeve
    - i. Collar brass as worn on Class B Duty Uniform
  5. All other required duty uniform items.
  6. Specialized Units: Members of specialized unit (Canine, Traffic, SOU) will transition from the black BDU to the PDU in Black. A wear out date for the black BDU will be forthcoming. Blousing of pants for the black PDU is at the discretion of the unit supervisor or mission dependant.
  7. Officers may wear the 5.11 Class B - PDU Pant with the Blauer 8137 Hi-Vis Yellow Short Sleeve Polo Shirt while working street details only.
  8. Wear of long sleeve and short sleeve variations is in accordance with current policy.

Note: LS = Long Sleeve; SS = Short Sleeve

## **XII. CLASS C UNIFORM(S)**

1. **Class C** Uniforms consist of BDU Uniforms, Cold Weather Uniforms, and Special Duty Uniforms such as Bicycle Patrol Uniform, K-9 Unit, Marine Division, Motorcycle Uniform, or Special Operations Uniform.
2. **BDU** Uniforms: (see Figure 12-1) are worn only for firearms training, street details, Canine Team, Marine Unit and for use by members of the

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Traffic Division conducting commercial truck enforcement operations. The BDU uniform is of **Combat Cloth** material and consists of the following items:

Note: The BDU Uniforms are scheduled to be phased out and replaced by the 5.11 PDU a wear out date for the Black and Blue BDU's will be established at a later date/time.

- a. Blue (black for SOU/Canine Unit and Commercial Truck Enforcement Team) BDU Shirt (long or short sleeve) with badge on left and name on right above breast pockets;  
**NOTE: badge & name shall be sewn on (name tapes and/or badge patch) or embroidered on BDU shirt.**
- b. Blue BDU pants (black for SOU/Canine Unit and Commercial Truck Enforcement Team) ;
- c. Black boots;  
**NOTE: Pants/boot laces must be bloused or tucked into boots. Shoes or low cut black sneakers are not authorized for wear with the BDU uniform.**
- d. Black T-shirt with Blue BDU's, Black T-shirt with Black BDU's
- e. Blue **Flex fit** baseball cap with embroidered badge ; (black for SOU/Canine Unit and Commercial Truck Enforcement Team)
- f. Optional Items:
  - 1) Black mock-turtleneck with EPD on left side of collar;
  - 2) Black pullover or Black V-Neck sweater may be worn in lieu of the BDU shirt in conjunction with the mock-turtleneck.

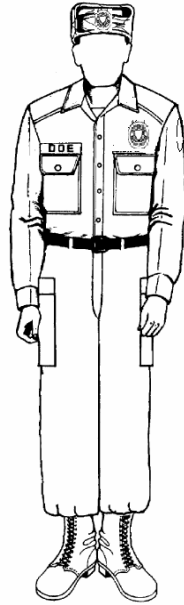


Figure 12-1 BDU Uniform w/ pants bloused in boots

3. **COLD WEATHER UNIFORM** consists of the midnight blue Winter Jump Suit or Bluer Crosstech System, black boots, and baseball cap or knit watch cap. ***The black knit watch cap with embroidered badge may be worn between 15 November and 15 March during extreme/severe weather.***



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## **XIII. SPECIAL DUTY UNIFORMS:**

### **1. Bicycle Patrol Uniform**

- a. Black bicycle helmet with **POLICE** lettering;
- b. Royal blue polo style shirt with embroidered badge on front and **POLICE** silk screened on back;
- c. Royal blue/navy **Olympic Vest** with zip off bolero;
- d. Navy **Olympic Cycling** pants;
- e. Black athletic shoes/sneakers;
- f. Nylon duty belt;
- g. Optional Equipment:
  - a. Padded cycling gloves;
  - b. High impact sunglasses.

### **2. Motorcycle Uniform:**

- a. Authorized police motorcycle helmet;
- b. Midnight blue motorcycle breeches in lieu of standard uniform pants;
- c. Black motorcycle boots in lieu of standard footwear;
- d. Motor patch will be worn on right sleeve;
- e. Motorcycle officers will, otherwise conform to the Class B Uniform standard;

### **3. Special Operations Uniform:**

- a. All officers conducting SOU Operations or training are authorized to wear the Black BDU as prescribed in the Unit SOP.
- b. Black BDU's are **not** authorized for wear conducting details.

**4. Marine Division Uniform:** All officers assigned to the Marine Division may wear the Blue BDU as prescribed by the Chief of Police during maritime operations.

**5. Canine Team Uniform:** All officers assigned to a Canine Team shall wear the Black BDU as prescribed by the Chief of Police. Canine Team members may also wear the black polo shirt as prescribed by Chief of Police.

## **XIV. OUTERWEAR:**

1. The following jackets/outerwear are authorized for wear by members of the Everett Police Department over the following uniform classes:
  - a. Midnight blue reversible nylon traffic jacket **Class B or C**
  - b. Black leather jacket **Class B or C**
  - c. Midnight blue **Gortex** jacket **Class B or C**
  - d. Midnight blue storm coat **Class A, B, or C**
  - e. Short or long reversible black rain coat **Class A, B, or C**  
*(for foul/rainy weather)*
  - f. Black Reversible Fleece with hi-visibility liner **Class B, C**
  - g. Midnight blue **Blauer** super shell jacket with Crosstech fabric **Class B,C**
  - h. Black V-Neck Pullover sweater **Class B, C**
2. All Jackets/outer garments (except raincoat) are required to have Department SSI on left sleeve;
3. Officers will wear the Badge and nametag on the badge/nametag holder on the left side of all outerwear above the breast pocket area.

## **XV. TRAFFIC SAFETY GEAR**

1. **Traffic Vest Blauer Model Number 343**
  - a. Worn working street details or special duty assignments requiring high visibility safety gear.
  - b. All personnel must have one available
  - c. Vest will read Everett Police on front and rear



Fig 15-1 Blauer 343 Traffic Vest

## **2. Blauer 8137 Hi-Vis Yellow Short Sleeve Polo Shirt**

- a. No substitutes or other model Hi-Vis Yellow Short Sleeve Polos are authorized.
- b. May only be worn working paid road-details in the City of Everett, not for wear working non-street related details.
- c. May only be worn with the Blue BDU's pants and blue form fit baseball cap while working a detail.
- d. Members of Canine Team may wear with Black BDU pants and black form fit baseball cap while working a detail
- e. Officers must wear the following items with the 8137 shirt:
  - 1) Black T-shirt underneath
  - 2) Badge, leather badge holder, nametag and American flag pin
  - 3) No rank or collar insignia is required
  - 4) Department SSI must be sewn on left sleeve
- f. Shirt will be tucked into the BDU pants
- g. EVERETT POLICE (reflective black) in block letter on back of shirt
- h. 8137 Polo shirt will only be worn from April 15<sup>th</sup> thru Oct 15<sup>th</sup> of each calendar year



Fig 15-2 Blauer 8137 Hi-Vis Polo Shirt  
shown with SSI and w/out badge

## **XVI. HATS AND HAT BANDS:**

1. The approved Dress Cap for the Department is the NY style eight point hat, short brim is authorized for wear.
2. Captains and Lieutenants shall wear Gold Metallic Cloth Hatbands
3. Sergeants shall wear Gold Metallic Expansion Hatband.
4. Patrolmen and Detectives working in uniform shall wear Chrome Metallic Expansion Hatbands.
5. Chief of Police shall wear the Braided Gold Hatbands. Chief will also have laurels on the visor.
6. The Storm Hat with hat badge may be worn during cold weather (15 OCT – 15 APR).
7. The black knit watch cap with embroidered hat badge may be worn during extreme/severe cold weather (15 NOV – 15 MAR) or approval by Supervisor.
8. Baseball Caps may be worn with BDU uniform and Jumpsuit **only**. All baseball caps will be Flex fit only navy blue with embroidered badge.

9. Officers assigned to motorcycle or mountain bike duty shall wear the issued approved helmet when riding.
10. Headgear will be readily available to the officer during the tour of duty and will be worn when:
  - a. directing traffic or conducting a traffic checkpoint;
  - b. assigned to a perimeter post at an incident or event scene;
  - c. assigned to a walking beat;
  - d. street details;
  - e. during ceremonies or other official events;
  - f. when an officer is out of the vehicle for an extended period of time (based on officer safety) or;
  - g. directed by a Supervisor

## **XVII. NAMETAGS/BADGES/BADGE HOLDER:**

1. MGL requires that all police officers wear a badge with a number or a badge and nametag to identify them.
2. Badge style has been updated (Figure 16-1) and all previous badge styles are no longer authorized for wear. All Patrolmen will be issued a badge with a badge number.



Figure 17-1: Patrolman's Badge with Badge Number

3. Patrolman and Detectives working in uniform will be the silver badge with badge number on it.
4. Sergeants and above will wear a gold badge with RANK and MASS (in place of badge number) (Figure 16-2)



Figure 17-2: Chief's Badge with MASS

5. Badge, Nametag and American Flag Pin on leather badge holder will be worn on all shirts, sweaters, pullovers, and jackets/outerwear.
6. Badge Holder information: JAY-PEE 4" leather badge holder stock #271JB
7. The nametag will have the **last name** of the officer **only**. First initial is only acceptable when there are two or more officers with the same last name.
8. Nametag for Patrolman and Detectives (in uniform) will be silver with black ½ in lettering.
9. Nametag for Sergeants and above will be gold with black ½ in lettering.
10. Rank will not appear on the nametag.
11. Officers may wear embroidered badges and nametags on BDU's, and jumpsuits.
12. Hat badges will be worn on the dress cap or winter cap.
13. Blue Baseball caps and black knit caps must have the embroidered badge on them. The Blue Baseball cap is **only** authorized for wear with Class C - BDU & Jumpsuit.

## XVIII. SHOULDER SLEEVE INSIGNIA:

1. As of September 2000, the Everett Police Department Shoulder Sleeve Insignia (SSI) has been updated (see Figure 18-1). All shirts, jackets, sweaters, or pullovers purchased will have the new Department SSI sewn on to it. (unless assigned to a specialized unit see section 4 below) Patch will be placed 1 inch from the shoulder seam on the shirt or jacket. The old version of SSI is no longer authorized for wear.



Figure 18-1: EPD Distinctive Shoulder Sleeve Insignia

2. The Class A Blouse Coat will have a Department SSI patch on the left and right side 1 inch from shoulder seam.
3. All other garments will **only** have the Department SSI on the left shoulder.
4. The Chief of police has authorized distinctive SSI for the following units
  - a. Honor Guard Unit (for wear on Honor Guard Uniform Only),
  - b. Canine Unit,
  - c. Explosive Canine Handler (Figure 18-2)
  - d. Special Operations Unit



Figure 18-2: EPD Explosive Detection Canine SSI

5. The distinctive specialized units SSI will be worn on the right shoulder of the uniform long and/or short sleeved shirts and other garments. Officers no longer assigned to specialized units will replace the specialized unit patch with the Department SSI

## **XIX. E.P.D. COLLAR BRASS:**

1. Collar Brass (E.P.D.) shall be worn on both collars of the uniform shirt for all sworn personnel (effective 15 Oct 2011).
2. Silver "E.P.D." initials will be worn by Patrolmen and Detectives working in uniform.
3. Gold "E.P.D." initials shall be worn by Sergeants, Lieutenants, Captains and Chief of Police.
4. "E.P.D." initials will be 1 ½" long by ½" wide for sworn male personnel. Female personnel may wear either the 1 ½" by ½" or the smaller size (3/8").
5. The Collar Brass shall be worn on both collars of the shirt. Collar Brass will be positioned ½ inch from and perpendicular to the inside edge of the collar and centered on the shirt collar. (see Figure 19-1).

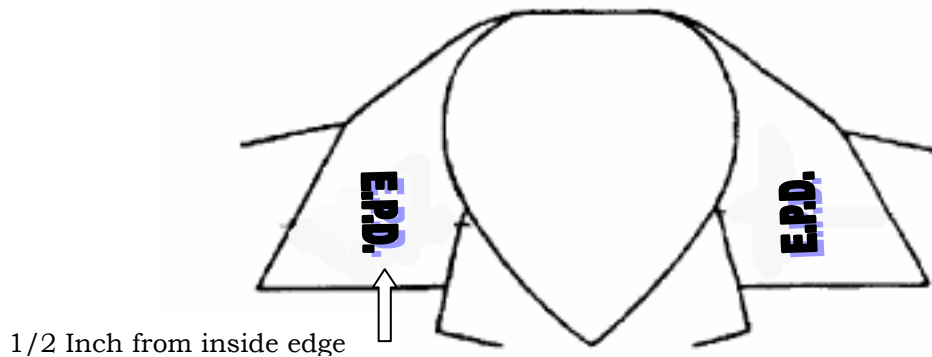


Figure 19-1 Proper wear of Collar Brass



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## XX. RANK INSIGNIA:

### 1. Sergeants:

- a. Shall wear Gold cloth **chevron** patches with matching background shall be worn on the sleeves of all shirts and jackets (except Class A uniforms and rain gear – see Figure 20-1).
- b. May wear **shoulder boards** or sewn on/embroidered rank on the epaulets of black v-neck sweaters, and pullovers.
- c. **No rank** is worn on the Class A jacket.

### 2. Lieutenants and Captains:

- a. Shall wear **standard** military pin, embroidered or sew-on **rank insignia** (one gold bar for lieutenant, two gold bars for captain) on the epaulets positioned 1” in from the shoulder sleeve and centered on the epaulets (from front to rear) on the short and long sleeve shirt.
- b. On the Class A uniform pin on rank insignia will be worn on the coat epaulets 1 inch from the shoulder edge and centered on the epaulets. As an option Lieutenants and Captains may embroider gold metallic rank on Class A Jacket.
- c. May wear **shoulder boards** or sewn on/embroidered rank on the epaulets black v-neck sweaters, and pullovers.

### 3. Deputy Chief:

- a. Shall wear **standard** military pin, embroidered or sew-on **rank insignia (two star row rank insignia)** on the epaulets of the shirt and the Class A Jacket.
- b. Shall wear military pin on or sew on rank insignia on the epaulets of outerwear/jackets. (except rain gear).
- c. May wear **shoulder boards** or sewn on/embroidered rank on the epaulets of black v-neck sweaters, and pullovers.

### 4. Chief of Police:

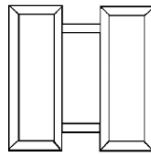
- a. Shall wear **standard** military pin, embroidered or sew-on **rank insignia (four star row rank insignia)** on the epaulets of the shirt and the Class A Jacket.
- b. Shall wear military pin on or sew on rank insignia on the epaulets of outerwear/jackets. (except rain gear).
- c. May wear **shoulder boards** or sewn on/embroidered rank on the epaulets of black v-neck sweaters, and pullovers.



Chief of Police



Deputy Chief



Captain



Lieutenant



Sergeant

Figure 20-1 Departmental Rank Insignia



1 Inch from shoulder sleeve edge  
centered on epaulet (front to rear)

Figure 20-2 Wear of Rank Insignia on epaulets

## **XXI. SERVICE STRIPES/AWARDS /SPECIALIZED FIELD PINS:**

1. Service Stripes:
  - a. May be worn for each five years of service, commencing with the 10<sup>th</sup> year of service.
  - b. When worn shall be placed on the lower left sleeve of the long sleeve shirt. Service stripes/hash marks shall be worn on the diagonal four inches up from lower cuff. (see Figure 21-1).
  - c. Service stripes are optional for the Class A Jacket. If worn the service stripes/hash marks shall be placed ¼" above the sleeve braid and worn on the diagonal of left sleeve only.
  - d. Overseas service stripes for military veterans may be worn on the right sleeve, one for each 6 months of service overseas.
  - e. Color of hash marks for patrolmen and detectives is blue similar in color to the pant braid and gold (metallic) for the ranks of sergeant and above with matching background of garment to which it is applied.

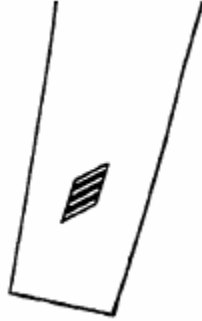


Figure 21-1 Wear of Service Stripes on shirt

2. Awards:

- a. Awards when worn will be worn centered  $\frac{1}{4}$  inch above the right breast pocket, on the Class A Blouse Coat and/or the uniform shirt. Campaign awards/ribbons from theatre of active duty are allowed for military veterans.
- b. If more than one award is worn, they are place side by side for a total of three. If more than three are worn a second row will be started.
- c. Awards will be worn from right to left and top to bottom in order of precedence. (example from right to left: Life Saving Award, Marksmanship Award).
- d. Specialized pins will be worn in accordance with “**b** & **c**” above.
- e. Unusual shaped pins (D.A.R.E., etc.) will be worn on the right breast pocket flap, from right to left in accordance with “**c**” above.

## **XXII. ADDITIONAL EQUIPMENT:**

1. Officers on-duty and on uniform patrol function will carry, wear, or have in their possession the following items unless exempt by the OIC:
  - a. Two black pens/one black pen & one pencil.
  - b. Watch or other timepiece.
  - c. Issued Identification Card.
  - d. Issued Access Card.
  - e. Issued Portable Police Radio.
  - f. Issued Handcuffs and key.
  - g. Issued Department firearm and two spare magazines.
  - h. Flashlight.
  - i. Baton.
  - j. Approved leather or Nylon Duty Gear – Officers shall **not** mix and match duty gear. Duty Gear shall be all leather or all nylon.

- k. Issued or approved duty holster.
  - l. Issued OC Spray.
  - m. Issued Badge.
  - n. Notepad or notebook.
  - o. Issued MV Citation Book and Parking Ticket Book.
  - p. Officers may also carry a folding knife or other approved cutting instrument.
  - q. Body Armor.
  - r. Police whistle (silver for patrolmen and detectives; gold for sergeant and above)
2. Exterior wear vest carrier may be worn for those officers wearing the bullet-proof vest.
  3. ***Any additional equipment other than that listed above, officers must submit a written request for approval by the Chief of Police.***

## **XXIII. UNIFORM STANDARDS:**

1. OIC's and Patrol Supervisors and Section Sergeants are responsible for ensuring that officers comply with the above uniform policy.
2. OIC's and Patrol Supervisors and Section Sergeants may set minimum appearance/uniform standards in accordance with this policy.

## **XXIV. DUTY GEAR:**

1. Officers may choose to wear either leather or nylon duty gear.
2. Officers shall **not** mix and match leather and nylon duty gear on the same belt.
3. Holsters must be approved and authorized by the Everett Police Department.
4. Officers working in the Patrol Division, on the street, must wear duty gear that includes:
  - a. Approved/authorized duty holster and weapon.
    - 1) Department approved/issued service weapon.
    - 2) Two spare magazines.
  - b. Dual Magazine Holder.
  - c. Handcuff Case with handcuffs
  - d. OC Spray and holder.
  - e. Radio and radio Holder.
  - f. Duty Belt.
  - g. Keepers.

- h. Baton & baton holder.
  - i. Flashlight and flashlight holder
5. Officers assigned as inside personnel (wagon or desk officer), plainclothes, administrative duty or detectives will carry a minimum of:
- a. Approved/authorized duty holster and weapon.
    - 1) Department approved/issued service weapon.
    - 2) One spare magazine.
  - b. Handcuff Case with handcuffs
  - c. Radio and radio holder

## **XXV. CHANGES/REQUESTS:**

1. Requests for changes or adjustments must be submitted through a Uniform Committee Member established by the Chief of Police.
2. The Chief of Police will make all final decisions and changes on all uniform policies as needed.