St. John's Regional Fire Department
Policy and Operational Guidelines

Title:	**01-03-06 Uniform Wear for Members While on Duty**
Document Type:	**Operational Guidelines**
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Issued By:	**Fire Chief/Director**
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Section:	**03 Administration**
Title:	**06 Uniform wear for Members While on Duty**

Purpose:

To ensure all personnel maintain a professional appearance, promote safety, and foster a sense of unity and preparedness among all members of the St. John's Regional Fire Department.

Background:

This is a revised guideline, intended to provide clarification regarding uniform wear within the St. John's Regional Fire Department. This replaces POG #01-03-06 "Uniform Wear for Members While on Duty", dated 2006/05/23.

Procedure:

Tactical (Station) Wear shall be worn in its entirety and consist of:

1. Service Cap / Winter cap
2. Tactical Uniform 3-in-1 Jacket, shall be worn with officer's epaulettes if applicable
3. Uniform Shirt, shall be worn with officer's epaulettes if applicable
4. Uniform Pants
5. Uniform T-Shirt, shall only be worn after morning roll call
6. Quarter Zip Sweater, shall be worn with officer's epaulettes if applicable
7. Quilted Jacket, shall only be worn after morning roll call
8. Socks, Black
9. Gloves, Black
10. Approved Necktie
11. Approved Belt, Black
12. Approved Shoes, Black

Note:
Orders, decorations, and medals shall not be worn with tactical uniform.

Dress uniform shall be worn in its entirety and shall consist of:

1. Approved Service Cap
2. Approved Necktie
3. Tunic
4. Dress pants (Red Stripe)
5. Belt, black
6. Shoes, black
7. Socks, Black
8. Gloves, Black (white if required)
9. Dress Shirt, white, shall be worn with officer's epaulettes if applicable

Wearing of Tactical and Dress Uniform:

Details listed are intended to provide guidance to assist personnel with the proper wearing of their uniform.

Tactical Wear When Reporting for Duty:

- All uniformed members, excluding the Fire Chief and Deputy Chiefs, shall wear their uniform when on duty in its entirety.
- Members shall present themselves in a tidy and presentable manner during roll call at 08:00 each shift.
- Uniform requirements shall be laid down by the Deputy Chief of Operations on a seasonal basis and will remain in effect until advised otherwise.
- All crew members must make every effort to be dressed the same when attending community events while on duty.
- Only department-issued or approved clothing shall be worn, unless participating in physical fitness in the fitness room.
- All uniform shirts must be neatly tucked into pants (with the exception of maternity wear), and all buttons must be done up except top collar button when shirt is worn without a tie.
- T-shirts can be worn only when working in extreme temperatures, while training or after 08:30 or at the discretion of the Station Officer.
- Ball caps can only be worn at the discretion of the officer in charge.
- Fitness clothing can only be worn during physical activity in the fitness center and members shall return to station wear once the workout is completed.
- It is permissible to wear the uniform to and from work, however, must be in its entirety (including hats and tie), and if stopping for an errand, be mindful that members are representatives of the department and subject to its code of conduct and ethics.
- 3-in-1 jackets may be worn with or without hoods. When worn 3-in-1 jackets may be zippered.
- Rank slip on epaulettes shall be worn by all officers on all applicable attire.
- Gloves may be worn as weather dictates.
- Faded, worn and damaged clothing is not acceptable.
- Tactical wear shall only be worn when:
    - On duty or travelling to and from their place of work.

- When representing the SJRFD at a function or ceremony in which the wearing of the uniform is required and approved by the Fire Chief or designate.

Dress Uniform Wear:

- The dress uniform shall only be worn while representing the SJRFD at a function or ceremony in which dress wear is required or recommended and must be approved by the Fire Chief or designate.
- Tunics shall be fully buttoned whenever worn in public.
- Stripes on sleeve shall represent the current rank of the member within SJRFD.
- Insignia of orders, decorations and medals shall be worn on the left side of chest just above flap of left pocket.
- Medals should hang in one row and be positioned evenly, both vertically and horizontally. It is suggested that all orders, decorations, and medals be worn court-mounted (firmly fixed down) to prevent damage from medals banging against each other.
- Unofficial medals cannot be worn with official medals on the same rack, wear them accordingly and with pride.
- No unauthorized pins, buttons or any other unauthorized articles shall be worn on lapels.
- If a member is not sure exactly how to properly wear medals, confirm with Deputy Chief of Operations.

NOTE: The Fire Chief or designate shall declare "Order of Dress" for specific events.

Proper Wear of Uniform Items:

Service Cap

- Service cap should be worn straight and level on the head, not tilted to one side or the other. Cap badge shall be worn centered vertically on the front of cap band with the base of the badge directly above.

Winter Cap

- May be worn with 3-in-1 jacket straight and level on the head, not tilted to one side or the other.
- May not be worn while in station on duty.
- Cap badge is not to be worn.

Necktie

- Necktie shall be clipped on and knot tight to collar.
- When the jacket is removed, the tie shall not be tucked in.

Service Chevrons

- Gold embroidered 1 3/8-inch chevrons, one for each five (5) years of service, based on date of hire, shall be worn inverted on departmental dress as follows:

  - Regular/Dress Uniform Jackets – On the left sleeve ¼ inch above the top of the rank braiding or 3 ¼ inch above the sleeve bottom when no rank braiding is worn
  - Long sleeve shirt – On the left sleeve 6 inches above the sleeve bottom

- Short sleeve shirt – On the left sleeve 1 ¾ inches above sleeve bottom

- All uniformed members will be recognized for their years of service, based on date of hire.

Badges of Rank

a. Standard sleeve braid 1/2-inch width shall be worn on Dress Uniform jackets and on shoulder strap slip-ons by all Officers.

b. Rows of braid as specified in (c) spaced 1/4 inch apart shall be worn on the Dress Uniform jackets commencing 2 inches above bottom sleeves, and on slip-ons commencing 1 inch above the bottom on the slip-on. Slip-ons shall be 4 inches in length, bottom 2 1/2 wide, and 2 inches wide.

c. Specific rows of braid are as follows:

Fire Chief (Director)	5 rows of standard braid
Deputy Chief	4 rows of standard braid
Platoon Chief	3 rows of standard braid
Captain	2 rows of standard braid
Lieutenant	1 row of standard braid

Other clothing and adornment

- At times there are exceptional campaigns in which t-shirts, pins, badges or hats can be worn (i.e. pink for Breast Cancer Awareness or Be Kind Day, orange for National Day for Truth and Reconciliation, etc.).
- A Notice will be issued prior to each event, outlining the approved wearing of specific clothing during that day.

Personal Appearance

Hair

- Hair bulk or style must not create a health and safety hazard or interfere with the proper wearing of uniform hats, correct fit of a helmet, or proper seal of an SCBA face piece.
- During active operations, training, or in other situations where a potential for entanglement exists, ponytail or braid must be tucked down the back of a shirt, jacket, coveralls or covered by a flash hood.
- Facial hair must be kept closely trimmed and shall not be worn in any fashion that interferes with the proper seal of respiratory protective equipment (ex: SCBA, respirators, etc.)

Body Art

- The display of unprofessional or offensive tattoo of brand (nudity, violence, sexually explicit or vulgar art, words, phrases, profane language, etc.) regardless of its location, while members are in uniform, is prohibited. Members are expected to be mindful and respectful to cover tattoos or body markings which are deemed offensive and/or may tarnish the professional image of the department.

Jewelry

- Facial piercings or jewelry that may interfere with any wearing of respiratory PPE, or that may get caught while donning/doffing protective equipment may not be worn while on duty.

Decorum

All uniformed members shall ensure that their uniform is clean and pressed, their shoes are clean and polished, and their uniforms are complete, including issued name tags (if applicable), belts and buckles, and applicable regalia. Decorum in uniform and in public must always be correct and proper.

Personnel in uniform shall conduct themselves in a manner that projects a positive appearance to the public. Consuming or purchasing alcohol is not permitted in uniform, unless at a sanctioned event and by the approval of the Fire Chief or designate. As identifiable members of the SJRFD, appearance and behaviors directly reflect on both the individual and the SJRFD.

NOTE:

All Operational Guidelines are provided as a guideline only and may be altered by the OIC to meet extenuating circumstances.

Approvals

Fire Chief/Director

Responsibility

St. John's Regional Fire Department

POG #01-03-06
Approved by:

Sherry L. Colford
Fire Chief
Director of Regional Fire and Emergency Services

October 17, 2024
Date

Appendix/Appendices

None