

PURPOSE

This policy identifies the uniform and appearance standards of the Peoria Fire Department. It is intended to ensure a consistent and professional impression by all department members while facilitating the rapid and easy identification of department employees by the public and other public safety personnel.

POLICY

All Peoria Fire Department members are expected to maintain a professional appearance at all times while on-duty or representing the department. The Fire Chief, through his officers, will regulate the wearing of all uniforms; both on and off duty. The Peoria Fire Department recognizes and acknowledges the differing uniform appearances that may occur between male and female members.

Modifications to this policy are generally made through the RBO process; however any portion of this policy may be modified based on department need with the approval of the Fire Chief or his/her designee.

General Grooming:

HAIR: Hair shall be clean, well groomed, and safe. Hair extending below the shoulders must be kept securely pulled back for safety reasons any time while in uniform in such a manner as to not cause an interference with any safety equipment (i.e. helmet, hood, SCBA mask, etc.). Hair coloring must appear natural; bizarre or extreme hairstyles are prohibited. Employees may wear false or cosmetic hairpieces as long as they do not conflict with the provisions of this policy or pose a safety risk. Any hairstyle considered unsafe by a supervisor must be trimmed accordingly.

FACIAL HAIR: All facial hair shall be clean, well-groomed and safe. Sideburns shall extend down no longer than the bottom of the ear opening and not impede with a proper seal of SCBA or N95 mask. All other facial hair (i.e. mustaches, cool-spots, etc.) shall not impede with a proper face mask (SCBA or N95) seal. This applies to all on-duty (56-hr., 40-hr., or light-duty) personnel while in uniform.

Personnel who, because of an illness or other reason, are not able to shave their facial hair may not be assigned to a position that utilizes a respiratory protective mask or SCBA for the duration of the illness or publicly wear a department uniform.

JEWELRY: The wearing of ornamental jewelry is discouraged for safety reasons. If jewelry items are worn, they shall be close fitting so as to minimize the possibility of snagging. Dangling necklaces, bracelets, and chains (including wallet chains) are prohibited. Members are encouraged to use a plastic or Velcro self-releasing watchband for safety reasons.

RINGS: For safety reasons rings are discouraged to be worn while on duty. However, if rings are worn, there will be a maximum of one ring per hand (wedding bands shall be considered as one).

EYEWEAR: Sun glasses and prescription eyewear shall reflect professionalism and not detract from uniform. Optional eyewear holders (Chums, Croakies, etc.) shall be navy blue or black in color. If there is lettering, it shall say "Peoria Fire Dept." only.

TATTOOS: Tattoos may only be visible on the arms and legs while in uniform. Visible tattoos or brands on the neck, face, or head are prohibited. The display of ANY unprofessional or offensive tattoo or brand (including nudity, violence, sexually explicit or vulgar artwork, words, phrases, profane language, symbols to incite negative reactions, initials, or acronyms that represent criminal, racist, or oppressive organizations) regardless of its location are prohibited by any member in uniform. The Fire Chief has the final authority to determine what is acceptable and if any tattoos done previous to the current revision date of this policy will be "grandfathered" and allowed. The Fire Chief may require any visible and potentially offensive tattoo be covered while in uniform and during working hours.

BODY PIERCINGS: On-duty Operations personnel in uniform may wear up to one stud earring per ear not to exceed 2mm. Gauged (>2mm) earrings are not acceptable. All other piercing type jewelry, regardless of location on body, shall be unacceptable if they are not covered by uniform items (i.e. shirt, pants, etc.) or if they create a safety hazard.

Intentional body mutilation, piercings (except as noted above), branding/intentional scarring that are visible are prohibited. These include:

- A pierced or split tongue
- Foreign objects inserted under the skin to create a design or pattern
- Enlarged, gauged, or stretched out holes in the ears (except as noted above)
- Intentional scarring to any visible area
- Permanent or temporary inserted body piercings to any visible area (except as noted above)

The Fire Chief has the final authority to determine what is acceptable and if any intentional mutilations done previous to the current revision date of this policy will be “grandfathered” and allowed.

General Uniform Guidelines:

All fire department members that receive a uniform allowance are responsible for obtaining and having available all uniform items required for their assignments. All uniform items shall be maintained in a presentable condition. Faded, worn, or damaged articles are not acceptable. Unapproved uniform items, markings, or colors are not acceptable. Company officers and supervisors shall be accountable for the appearance of their assigned crew members/personnel and will be expected to immediately correct discrepancies at their level.

All uniforms will be worn in a professional manner at all times; clean, with shirts tucked into the trousers, footwear tied/zipped, etc. Employees shall keep their foot attire properly cleaned, polished and in good repair. Unauthorized modifications to any uniform or uniform item are prohibited.

It is the responsibility of each member to have readily available and wear the appropriate designated uniform in it's entirety as outlined in this policy while on duty. Civilian clothing may be optional for personnel traveling on city business, assigned to a staff position or assigned to special duties as authorized by the Fire Chief. Wearing any official identifying uniform items off-duty shall be limited to travel to and from work, unless otherwise authorized by the Fire Chief or his/her designee. At no time shall the official duty uniform be worn anywhere it would bring discredit to the City or Department.

Company Officers will assure that all assigned personnel are appropriately and completely dressed for any specific assignment or public engagement in accordance with this policy, and that all crew members wear the same type of uniform. For events not defined within this policy or when a variation from this policy is indicated by the type of event, the ranking officer of the event will determine the appropriate uniform. If possible, any variation from this policy will be noted on the event assignment appointment (i.e.; “Crew to wear Class-A Uniform”).

Uniform Disposal: All uniform items shall be maintained in a presentable condition. Faded, worn or damaged articles are not acceptable, as well as faded or cracked lettering or wordings on articles requiring such markings. When any uniform items with Peoria Fire Department identify marks are no longer serviceable, they shall be physically destroyed and properly discarded. Official uniform items may not be donated or given to anyone including family members, friends, other firefighters, or service agencies (i.e.; Goodwill, Salvation Army, etc.). Each member is responsible for the proper disposal of their uniform items.

Uniform Security Procedure: All members of the Peoria Fire Department are responsible to protect the security of all uniform items at all times. Uniform items including identifying garments, turnouts, badges, identification cards and building access control cards should not be stored in unprotected personal vehicles overnight or in an unsecured manner.

In the event any uniform item (including identifying garments, turn-outs, badges, identification/building access cards) is lost or stolen, it is the responsibility of the member to take the following actions immediately:

- Make immediate notifications to an on-duty Battalion Chief or Supervisor, the on-call TLO, and the Physical Resources Supervisor.
- If theft is suspected, complete a police report in the jurisdiction of the loss.
- Complete an LSDR report (attach a copy of the Police Report if taken).
- Obtain replacement equipment if needed.
- Cooperate with any subsequent investigation.

In the event that an employee retires, resigns or is terminated, they may be asked to provide the department with any uniform item with Peoria Fire Department identifying marks (including uniform items, turn-outs, badges, identification/building access cards). This includes all personnel; fulltime, part-time, contractual, temporary, civilian, sworn, or volunteer. Employees are required to surrender these items upon request.

Approved Uniform Items List: A list of approved uniform items is included as an addendum to this policy and referenced through out this policy. *Only items contained on this list are approved for wear as a uniform item.* It will be the responsibility of each Company Officer or Supervisor to ensure compliance with this policy by all assigned crew members and subordinate employees. As department needs and uniform item availability change often, the RBO Uniform Committee will meet annually (or more often if indicated) to review and revise the approved uniform item list. When possible and practical, revisions will be implemented over a defined time period to allow members to wear out their current uniforms and purchase new items.

Requests for revisions to the *Approved Uniform List* should be made to the RBO Uniform Committee. Any individual department member or the RBO Uniform Committee as a group may request authorization from the Deputy Chief of Operations to test unapproved uniform items for wear and compatibility for a period of up to one year. Upon completion of the testing period, a recommendation for or against approval with justification should be submitted to the RBO Uniform Committee for review.

Uniform Description:

Class-A Uniform (Formal): The designated formal uniform of the Peoria Fire Department shall be worn; funerals, memorial services, ceremonial banquets, and other occasions approved by the Fire Chief. This uniform shall not be worn for day-to-day company level activities.

Covers (Formal Hats w/ Badge) are to be worn outdoors only, unless designated honor guard or pallbearer.

Class-B Uniform (Semi-Formal): The designated semi-formal (Class-A without the jacket or cover) uniform of the Peoria Fire Department shall be worn; graduations, award ceremonies, promotional interviews, promotional services, and other occasions approved by the Fire Chief. This uniform shall not be worn for day-to-day company level activities.

Class-C Uniform (Collared-Fatigue): The designated uniform (printed collared shirt, pants, black steel-toe boots) of the Peoria Fire Department shall be worn; public events to include, displays, media events, school functions, Fill-The-Boot, certain classes/seminars, and other occasions approved by the Fire Chief. All fatigue style uniforms are approved for day-to-day duties.

Fatigue shorts are not to be worn with Class-C uniform (Collared-Fatigue) unless designated as the uniform of the day for a hot weather special events.

All special events shall be scheduled on FireCal with the proper uniform for that event designated in the FireCal instructions. The uniform of the day for a special event will be determined by that Event Coordinator as designated by the Fire Chief. A Class-C Uniform Alternative with a collared printed shirt, fatigue shorts and "polishable" black walking shoes (non-steel toe) may be a designated option as the uniform of the day for certain hot weather events such as baseball, the 4th of July Festival, or other hot weather events. This alternate version of the Class-C uniform is only for certain designated special events, and only if the employee is working in an EMS ONLY capacity. This uniform may not be worn if an employee is working on any fire service apparatus, or working in any fire suppression form of duties.

Class-D Uniform (Fatigue): The designated work uniform (printed shirt short or long sleeve, pants or shorts, black steel-toe boots) of the Peoria Fire Department; the fatigue uniform is the normal daily wear for most operations and support personnel. All fatigue style uniforms are approved for day-to-day duties.

Civilian Clothing: This is the general wear for non-uniformed, administrative, and some civilian personnel. It may be optional for sworn/uniformed personnel assigned to non-emergency response assignments. Personnel wearing civilian clothing shall maintain a professional appearance at all times. All worn civilian clothing shall be neat, clean, pressed, properly fitting, and appropriate for the occasion. Normal office attire shall be at least "business casual" (example; pressed khaki, gabardine or cotton pants, collared shirts, sweaters, conservative skirt / button-up blouse, and leather shoes / belt). Inappropriate dress includes (but is not limited to) shorts, tank tops, old t-shirts, torn jeans, and mini-skirts. Individual job assignments may dictate special exceptions to this policy. The City Manager or Fire Chief may waive these regulations due to unusual circumstances or special occasions (i.e., summer heat, adverse weather conditions, special charity events, etc.).

Physical Training Uniform: The Physical Fitness uniform is the attire for personnel participating in a physical fitness activity, end of day at stations, or nighttime sleep. This uniform is not the daily uniform for the Peoria Fire Department and is not to worn during any events in or with the public, at any training unless noted, shopping, running errands, around other City workers or City facilities, or at other times deemed inappropriate by supervisors. The physical training uniform will not be worn on emergency incidents or in public view without cover trousers, EMS (Brush) cover pants, or bunker pants (except during actual physical training). Members shall not engage in physical training without a shirt.

The following attire is unacceptable for use with any uniform:

- Non-regulation uniform items or modifications.
- Faded or torn uniform items.
- Long underwear worn in visible state.
- Uniforms constructed of unapproved materials.
- Uniform shirts with chipped, cracked, missing, or peeling silkscreen material.
- Boots so severely scuffed, cracked, or cut that appearance is compromised.
- Shirts with the midriff cut off or sleeves cut off, such as a tank top.
- Any unapproved headwear.

Official Uniforms:**Sworn Line Personnel** (Firefighters, Engineers & Captains):**Class-A Uniform (Formal):**

- **Dress Jacket:** Approved navy blue double-breasted Class-A Dress Jacket with silver buttons, No Epaulets, and a Badge Tab installed over left pocket. Rank braids on sleeves are worn for Captains & Engineers only. Sleeve stripes to indicate rank for Captains will be two silver stripes on each sleeve. Sleeve stripes to indicate rank for Engineer will be one silver stripe on each sleeve. No collar bugle rank insignia is worn on the coat.
- Rank: ½" Sleeve Stripes, spaced ¼" apart, starting 2 ½" above the bottom of the sleeve.
 - One (Silver) Stripe: Engineer
 - Two (Silver) Stripes: Captain
- **Shirt:** Approved navy blue long sleeve shirt worn over a Class-D (fatigue) short-sleeved T-shirt.
- **Pants:** Approved uncuffed navy blue pants with 1-1 ½" belt loops, matching the uniform shirt.
- **Tie:** Approved black necktie worn with an approved or plain silver tie clip (to be placed & centered between the 3rd & 4th button from the collar).
- **Belt:** Approved plain black leather, 1-1 ½" width, worn with standard square silver buckle, which comes with belt.
- **Footwear:** Approved plain high gloss low quarter, oxford style laced dress shoe worn with black socks.
- **Cover:** Approved Navy Bell Cap, plain black bill, silver cap braid, and silver buttons with approved department hat badge.

NOTE: *Shorts of any type, EMS/Brush Pants, non-uniform hats or caps, visible long sleeved T-shirts, sweatshirts, or other style shirts are not permitted.*

- **Insignias:** All Sworn Line Personnel Class-A Uniform (Formal) will display the following insignias:
 - Department issued official badge, centered ¼" above the left breast pocket.
 - The official Department Patch sewn on the left and right sleeve, centered 2 inches below the seam line.

- Captains Only: Appropriate silver collar rank insignia of two paired (uncrossed) bugles placed on the shirt collar centered ½" from the tip on a line that bisects the angle of the tip. NOTE: No bugle insignias are to be worn on the coat itself.
- **Optional Items:**
 - Department issued award ribbon(s) centered across from the top of the badge on right breast, maximum 2 across (side by side). Any additional award ribbon(s) shall be placed under top 2 following same rules.

Sworn Line Personnel (Firefighters, Engineers & Captains):

Class-B Uniform (Semi-Formal):

- **Shirt:** Approved navy blue long sleeve shirt worn over a Class-D (fatigue) short-sleeved T-shirt.
- **Pants:** Approved uncuffed navy blue pants with 1-1 ½" belt loops, matching the uniform shirt.
- **Tie:** Approved black necktie worn with an approved or plain silver tie clip (to be placed & centered between the 3rd & 4th button from the collar).
- **Belt:** Approved plain black leather, 1-1 ½" width, worn with standard square silver buckle, which comes with belt.
- **Footwear:** Approved plain high gloss low quarter, oxford style laced dress shoe worn with black socks.
- **Cover:** No cover with Class-B Uniform (Semi-Formal)

NOTE: *Shorts of any type, EMS/Brush Pants, non-uniform hats or caps, visible long sleeved T-shirts, sweatshirts, or other style shirts are not permitted.*

- **Insignias:** All Sworn Line Personnel Class-B Uniform (Semi-Formal) will display the following insignias:
 - Department issued official badge, centered ¼" above the left breast pocket.
 - Silver nametag (5/8" x 2½") with black lettering (rank over first & last name) centered ¼" over right breast pocket.
 - The official Department Patch sewn on the left and right sleeve, centered 2 inches below the seam line.
 - Captains Only: Appropriate silver collar rank insignia of two paired (uncrossed) bugles placed on the shirt collar centered ½" from the tip on a line that bisects the angle of the tip.

- **Jacket:** Approved fatigue jackets for thermal protection and is to be removed during an event. *No formal uniform dress jacket, or cover is worn with this uniform.*
- **Optional Items:**
 - Department issued service or award ribbon(s) centered ¼" above the nametag (no wider than the pocket).

Sworn Line Personnel (Firefighters, Engineers and Captains):

Class-C Uniform (Collared-Fatigue):

Uniform items shall be constructed of 100% cotton, high cotton blend, or fire-rated materials if they are worn by members subject to emergency response.

- **Shirt:** Approved short or long sleeved collared "Polo" style shirt. All shirts shall be silk screened as outlined in Appendix A.
- **Trousers:** Approved navy blue plain (unpleated/uncuffed) or utility/tactical trousers only with 1" to 1-1/2" belt loops.
- **Belt:** Approved black belt, 1-1 ½ " as outlined in Appendix A.
- **Footwear:** Approved black Shoes and boots as outlined in Appendix A.
- **Jacket:** Approved navy fatigue jackets as outlined in Appendix A

NOTE: *Shorts of any type & EMS/Brush Pants are not permitted.*

Class-C Uniform Alternative for hot weather Special Events (EMS Capacity only)

(Possible examples: Baseball, 4th of July Festival or other hot weather events)

Uniform items shall be constructed of 100% cotton, high cotton blend, or fire-rated materials if they are worn by members subject to emergency response.

- **Shirt:** Approved short or long sleeved collared "Polo" style shirt. All shirts shall be silk screened as outlined in Appendix-A.
- **Shorts (Optional):** Approved navy blue uniform shorts, with the official Peoria Fire Department Maltese embroidered on the right thigh as outlined in Appendix-A.
- **Shoes:** Non-steel toed, black "polishable" walking shoes.

Sworn Line Personnel (Firefighters, Engineers and Captains):Class-D Uniform (Fatigue):

Uniform items shall be constructed of 100% cotton, high cotton blend, or fire-rated materials if they are worn by members subject to emergency response.

- **Shirt:** Approved short or long sleeved T-shirt. All shirts shall be silk screened as outlined in Appendix A.
- **Trousers:** Approved Navy Blue plain, cargo pants, utility pants, or tactical style pocketed long pants as outlined in Appendix A.
- **Shorts (Optional):** Approved navy blue uniform shorts, with the official Peoria Fire Department Maltese embroidered on the right thigh as outlined in Appendix A.

Personnel with cuts, open wounds, any other skin punctures, scabs, or any condition which may degrade the effectiveness of the skin as a barrier on their legs are not permitted to wear shorts. In addition, EMS/Brush or bunker pants may be worn by all members over their fatigue shorts while working on incidents where there is a potential of body fluid-to-skin contact.

Operations Personnel must carry a pair of 100% Cotton, FR rated, or brush-rated pants on apparatus for use on brush fires. Issued Brush/EMS pants worn over shorts are not safety approved for use during Brush Fires.

- **Belt:** Approved black belt as outlined in Appendix A.
- **Footwear:** Approved black Shoes and boots as outlined in Appendix A. Athletic shoes, non-ANSI Z41 rated, or other unapproved footwear is prohibited, except for personnel assigned to FB199 operations, who may wear non-slip/non-scuffing athletic shoes while operating on watercraft.
- **Sweatshirt (Optional):** Approved navy zippered or pullover sweatshirts shall be silk screened as outlined in Appendix A.
- **Jacket (Optional):** Approved navy blue zippered or pullover jacket, with embroidered or silk-screened insignias as outlined in Appendix A.
- **Headwear (Optional):** Approved navy blue or navy with white baseball style cap, boonie-style hat, navy blue visor for protection from the sun, or navy blue wool "beanie" cap for warmth. PEORIA FIRE MEDICAL logo (T-Shirt back), department Maltese logo, and "P" style abstract designs on the front panel. Proper name/rank on back of headwear is optional. As outlined in Appendix-A.

Physical Training Uniform:

Uniform items shall be constructed of 100% cotton, high cotton blend, or fire-rated materials if they are worn by members subject to emergency response.

- **Shirt:** Same as Class-D Uniform (Fatigue).
- **Shorts:** Approved navy blue with proper markings as outlined in Appendix A. Department issued EMS (aka; "Brush"), approved trousers, or bunker pants shall be worn over PT shorts by all members when responding to any emergency incident.
- **Sweat Pants (Optional):** Approved navy blue with proper markings as outlined in Appendix A.
- **Shoes:** Athletic type shoe worn with white or black athletic sock.
- **Headwear (Optional):** Same as Class-D Uniform (Fatigue).

Brush/EMS pants are not considered an alternative to uniform trousers or shorts and shall only be worn while responding to emergency incidents.

Chief Officers (Sworn members, Battalion Chief and above):

Class-A (Formal):

- **Dress Jacket:** Approved black double-breasted Class-A Dress Jacket with gold buttons, No Epaulets, and a Badge Tab installed over left pocket. Appropriate rank braids on each sleeve. Sleeve stripes to indicate rank as noted:
 - Rank: ½" Sleeve Stripes, spaced ¼" apart, starting 2 ½" above the bottom of the sleeve.

▪ One (Silver) Stripe:	Engineer
▪ Two (Silver) Stripes:	Captain
▪ Two (Gold) Stripes:	Battalion Chief
▪ Three (Gold) Stripes:	Deputy Chief
▪ Four (Gold) Stripes:	Assistant Chief
▪ Five (Gold) Stripes:	Fire Chief
- **Pants:** Approved plain black tropical worsted Poly/Wool dress pant, unpleated, and matching the dress jacket.
- **Optional Women's Skirt:** Approved black poly/wool mid-thigh length skirt matching the dress jacket. Regulation footwear (black leather pumps) shall be worn with skirt.
- **Belt:** Plain black leather, 1-1 ½"width, worn with standard brass buckle which comes with belt or approved Peoria Fire Department Maltese buckle.
- **Shirt:** Approved white short sleeve or long sleeve button up shirt, with or without epaulets and pocket flaps. A single pocket style over the left breast is approved.

- **Tie:** Black necktie worn with an approved or plain brass tie clip.
- **Hat:** White Bell Cap w/gold chin strap and buttons with approved department hat badge (for Outdoor Wear Only)
- **Footwear:** Plain polishable black leather or high gloss low quarter, oxford style laced dress shoe worn with black socks. Regulation black leather pumps shall be worn with the optional skirt.
- **Uniform Insignias:**
 - Department issued badge on Badge Tab installed over left pocket.
 - Brass nametag (5/8" x 2½") with black lettering (Rank over Name) centered ¼" over right breast pocket (or centered across from the top of the left pocket if no right pocket exists).
 - The official Department Patch is sewn on the left and right sleeve, centered 2 inches below the seam line.
 - The appropriate collar rank bugle insignias placed on the shirt collar centered ½" from the tip on a line that bisects the angle of the tip.
NOTE: No bugle insignias are to be worn on the jacket itself.
- **Optional Items:**
 - Department issued service or award ribbon(s) centered ¼" above the nametag (no wider than the pocket).
 - A department issued years of service pin centered ¼" above the name tag or service ribbon(s)
 - A department issued Honor Guard folded flag pin centered ¼" above the nametag in lieu of the service pin for active honor guard members.
 - Chief Officers may wear the appropriate Class-B uniform shirt with insignias under their formal uniform jacket (i.e. badge, name tag, etc.) in situations that may dictate the removal of their jacket during an event with mixed formality (i.e. dinners, public talks with after event networking, etc.).

Class-B (Semi-Formal) Uniform:

- **Shirt:** Approved white short sleeve or long sleeve button up shirt, with or without epaulets and pocket flaps. A single pocket style over the left breast is approved.
- **Shirt Insignias:**
 - Department issued official badge, centered ¼" above the left breast pocket.
 - Brass nametag (5/8" x 2½") with black lettering (rank of name) centered ¼" over right breast pocket. If a single pocket style shirt is worn, the nametag will be ¼" above the horizontal live of the left pocket top.
 - The official Department Patch is sewn on the left and right sleeve, centered 2 inches below the seam line.

- Appropriate collar rank insignia bugles placed on the shirt collar centered $\frac{1}{2}$ " from the tip on a line that bisects the angle of the tip.
- **Pants:** Approved navy blue or black unpleated pants.
- **Optional Women's Skirt:** Approved navy blue poly/wool mid-thigh length skirt
Regulation footwear (black leather pumps) shall be worn with skirt.
- **Belt:** Plain black leather, 1-1 $\frac{1}{2}$ " width, worn with standard brass buckle which comes with belt or approved Peoria Fire Department Maltese buckle.
- **Footwear:** Plain polishable black leather or high gloss low quarter, oxford style laced dress shoe worn with black socks. Regulation black leather pumps shall be worn with the optional skirt. **Optional Jacket:** Approved fatigue jackets for thermal protection. *No formal uniform, dress jacket, or cover is worn with this uniform.*
- **Optional Items:**
 - Department issued service or award ribbon(s) centered $\frac{1}{4}$ " above the nametag (no wider than the pocket).
 - A department issued years of service pin centered $\frac{1}{4}$ " above the name tag or service ribbon(s)
 - A department issued Honor Guard folded flag pin centered $\frac{1}{4}$ " above the nametag in lieu of the service pin for active honor guard members.
 - Black necktie is optional when a Class-A Dress jacket is worn and removed during an event or anytime as deemed appropriate.

Class-C (Collared Fatigue) Uniform: Same as Sworn Line Personnel (Firefighters, Engineers and Captains). Chief Officers may wear an optional white color shirt with navy colored lettering as outlined in the *Insignias and Markings* section of this policy.

Class-D (Fatigue) Uniform: Same as Sworn Line Personnel (Firefighters, Engineers and Captains). Chief Officers may wear an optional white color shirt with navy colored lettering as outlined in the *Insignias and Markings* section of this policy.

Physical Training Uniform: Same as Sworn Line Personnel (Firefighters, Engineers and Captains).

Bike Team Uniform:

Same as Class-D Uniform (Fatigue) unless otherwise noted by the Fire Chief.

- **Riding Shorts (Optional):** Spandex padded riding shorts are optional and to be worn under Department Class-D shorts or pants.
- **Gloves (Optional):** Leather or similar protective riding gloves are authorized.

Recruit Firefighter Uniform:

Recruit Firefighters assigned to the Training Academy or Pre-Academy Training shall wear the appropriate Red Academy Class-D Uniform (Fatigue) or the PT uniform as directed.

Class-A Uniform (Formal): Recruits will not be required to own this item until successfully graduating the fire academy.

Class-B uniform (Semi-Formal): Recruits shall wear a Class-B uniform to their academy graduation ceremony, at which time they will be presented with their Department Badge.

Class-C Uniform (Collared Fatigue): Recruits will not be required to wear Class-C uniform.

Class-D Uniform (Fatigue): Same as Sworn Line Personnel (Firefighters, Engineers and Captains). All recruit Class-D uniform shirts will be red in color and silk screened as outlined in Appendix A. In addition, their last name will be silk screened above the back "PEORIA" logo.

- Rank: "Firefighter Recruit"

Physical Training Uniform: Same as Sworn Line Personnel (Firefighters, Engineers and Captains). All recruit physical training uniform shirts will be red in color and silk screened as outlined in Appendix A (same as Class-D shirt). Shorts will be Navy Blue as outlined in the Sworn Line Personnel section of physical training uniform. In addition, their last name will be silk screened above the back "PEORIA" logo of shirt only.

- Rank: "Firefighter Recruit"

Honor Guard Uniform:

All Honor Guard Uniforms are bought, owned, and maintained by the Fire Department. The use and wearing of the Honor Guard uniform is defined in a separate policy.

Support Services Technician/Mechanics:

- **Shirt:** Regulation Royal blue 100% cotton short or long sleeved T-shirt or polo style shirt with pocket over left breast. All shirts shall be silk screened as outlined in the *Insignias and Markings* section of this policy.
- **Trousers:** Approved 100% cotton Dickies or Osh Kosh long pants.
Shorts (Optional): Navy Blue Lion Apparel or Dickeys #26296-DN.
- **Belt:** Plain black leather or basket weave, 1-1 ½ " in width with silver buckle which comes with belt

- **Footwear:** Shoes and boots must be regulation safety type meeting ANSI Z41 toe impact and compression specifications. They must be plain, smooth black leather, can range from standard height to high tops, and can be secured by Velcro straps, zippers, laces or pull-on style. The shoe must be securely fastened while being worn to assure proper ankle support.
- **Sweatshirt (Optional):** Regulation royal blue 100% cotton, long sleeved, crew neck, pullover, ¼ zip with collar, or full zippered hooded style are acceptable. All sweat shirts shall be silk screened as outlined in the *Insignias and Markings* section of this policy.
- **Jacket (Optional):** Regulation navy blue zippered or pull-over jacket with Peoria Fire Department logo embroidered on right front chest, and the name and rank on left front chest. An optional dark blue Service Uniform style jacket is approved. All nylon windbreaker style jackets shall be silk screened as outlined in the *Insignias and Markings* section of this policy.
- **Headwear (Optional):** Regulation navy blue or navy and white baseball style cap, boonie-style hat or visor for protection from the sun or navy blue wool “beanie” cap for warmth. White block lettering, department Maltese logo, and “P” style abstract designs on the front panel. Proper name/rank on back of headwear is optional.

Fire & Life Safety Education Specialist Uniform:

Civilian Clothing: Civilian clothing shall be allowed as outlined in the *Uniform Description* section of this policy.

Class-A / Class-B: No Class-A formal or Class-B Semi-Formal Uniform is worn. Civilian formal dress attire is appropriate for formal wear.

Class-C (Collared Fatigue) Uniform: Same as Sworn Line Personnel (Firefighters, Engineers and Captains). All Class-C uniform shirts will be black in color and embroidered as outlined in the *Insignias and Markings* section of this policy.

- Normal daily work wear is a Class-C uniform with long pants.
- Rank: “Fire & Life Safety Education Specialist”.

Class-D (Fatigue) Uniform: Same as Sworn Line Personnel (Firefighters, Engineers and Captains). All Class-D Fatigue uniform shirts will be black in color and silk screened as outlined in the *Insignias and Markings* section of this policy.

- Rank: “Fire & Life Safety Education Specialist”.

- Headgear: Same as Sworn Line Personnel (Firefighters, Engineers and Captains); Navy blue in color.
- Jacket: Same as Sworn Line Personnel (Firefighters, Engineers and Captains); Navy blue in color.

Fire Prevention Personnel:

Class-A / Class-B: No Class-A formal or Class-B Semi-Formal Uniform is worn. Civilian formal dress attire is appropriate for formal wear.

Class-C (Collared Fatigue) Uniform: Same as Sworn Line Personnel (Firefighters, Engineers and Captains). All Class-C uniform shirts will be navy blue in color and silk screened as outlined in the *Insignias and Markings* section of this policy.

- Normal daily work wear is a Class-C uniform with long pants. T-shirts are to be worn only when working a fire scene or a special event when approved.
- Rank: In place of an assigned rank, the designated job title shall be worn on all uniform items (i.e.; Fire Inspector, Deputy Fire Marshal, etc.).

Class-D (Fatigue) Uniform: Same as Sworn Line Personnel (Firefighters, Engineers and Captains). All Class-D Fatigue uniform shirts will be navy blue in color and silk screened as outlined in the *Insignias and Markings* section of this policy. Class-D (Fatigue) uniform items are only authorized for wear at fire investigation scenes, during special events, or with prior supervisor authorization.

- Headgear: Same as Sworn Line Personnel (Firefighters, Engineers and Captains).
- Civilian Clothing: Uniforms are to be worn daily. Civilian clothing may be allowed with supervisor authorization as outlined in the *Uniform Description* section of this policy.
- Rank: In place of an assigned rank, the designated job title shall be worn on all uniform items (i.e.; Fire Inspector, Deputy Fire Marshal, etc.)

Retiree Uniforms:

Retired sworn department members continue to be a valued part of the department, and are encouraged to continue their involvement through mentoring, charities work, and volunteer work. They will be issued a "Retired" badge and department identification card on their official retirement date. Retirees are encouraged to maintain a current Class-A Dress uniform to attend official ceremonies and memorial services.

Standard Operating Procedure	PEORIA FIRE-MEDICAL DEPARTMENT
	Administration
UNIFORM AND APPEARANCE REGULATIONS	100.16
	Rev. 04/05/2016 Page 17 of 24

Class-A Formal Uniform: Retired members are authorized to wear the current Class-A Formal uniform of their appropriate rank upon retirement from the department. The department issued “Retired” badge will be worn, and the nametag will replace the rank with “Retired (Rank)” (i.e.; “Retired Captain, etc).

Fatigue Uniform: Retired members may also wear a Class-C (Collared Fatigue) or Class-D (Fatigue) uniform while attending official department or Peoria Firefighters Charity’s events in a voluntary capacity or as part of the department’s “Black Shirt” program. Retiree fatigue uniforms will be the same as sworn members, with a black shirt and with the rank replaced with “Retired (Rank)” (i.e.; “Retired Captain, etc...).

Vendors Participation: A list of preferred uniform vendors will be maintained and reviewed regularly by the Uniform Committee, and included in this policy. The Uniform Committee will forward copies of any updates to this policy to every vendor on the current list as they are adopted.

- **How to be added to the list:** Any uniform vendor may apply for inclusion on the department *Preferred Vendors List* by submitting the necessary company & contact information to the department.
- **Vendor Commitment:** Preferred Vendors may carry a full or partial line of uniform items. They agree to keep, maintain, and follow this policy when servicing department members. They also agree to maintain current company contact information with the department.
- **Removal from the list:** Vendors may be removed from the list by the uniform committee for issues such as failing to maintain current contact information, complaints by the members, failing to following this policy, or failing to provide approved items. Vendors may also request to be removed.

Uniform Allowance:

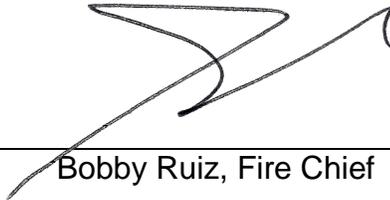
The following Fire Department positions, not covered by the Firefighters’ MOU, will receive a uniform allowance. The allowance amount will be the same as the uniform allowance negotiated in the firefighter’s MOU. This figure will be paid in two installments on or about August 1 and February 1 of each year.

- Fire Chief
- Deputy Fire Chief
- Training Battalion Chief
- Battalion Chief
- EMS Chief
- Fire Marshal

The following Fire Department positions, not covered by an MOU, will receive a uniform allowance. The allowance amount will be the same as the uniform allowance negotiated in the AFSCME MOU. This figure will be paid once annually on or about August 1 of each year.

- Fire and Life Safety Educator
- Fire Inspector
- Lead Fire Inspector
- Fire Facilities and Equipment Coordinator

Approved:



Bobby Ruiz, Fire Chief

04/06/2016

Date

Standard Operating Procedure	PEORIA FIRE-MEDICAL DEPARTMENT
	Administration
UNIFORM AND APPEARANCE REGULATIONS	100.16
	Rev. 04/05/2016 Page 19 of 24

Appendix A: Approved uniform items, markings, and insignias
Effective: 1/1/2015

Approved Insignias and Markings

Uniform Colors: Members authorized to wear Class-C or Class-D shall wear the following specified colored shirts based on their position:

- | | |
|---|--------------------------|
| • Sworn/Operations Personnel | Navy Blue |
| • Sworn Chief Officers (Optional) | White (w/Navy Lettering) |
| • Prevention Personnel | Navy Blue |
| • Life Safety Specialist | Black |
| • Administrative/Civilian PIO Personnel | Black |
| • Retired Sworn/Civilian Members | Black |
| • Recruit Firefighters | Red |
| • Support Services Personnel | Royal blue |
| • Cadets | Gray |

Silk Screened Items: All uniform items with silk-screened insignias will be done in the following consistent manner in white color (Unless otherwise noted above):

- **Shirt Back:** "LARGE" "Peoria Fire Medical" artwork is to be used on all field personnel with shirt sizes medium and above. Large logo is 12.4 inches wide by 6.5 inches tall; the white outline on Fire is 6.0 points. The top of the rear artwork will be 4 inches below the seam of the collar. Smaller artwork for small shirts is 12.05 inches wide by 6.35 inches tall with white outline on Fire 6.0 points. The writing is in white, with FIRE in red with a white outline.
- **Shirt Front:** Maltese is 3.575 inches wide by 3.255 inches tall, names are .26 inches tall. It is located on the right side chest of the person wearing the shirt. The artwork files contain the new font for the rank (SERPENTINE BOLD). The employee names are now to be in the same font (SERPENTINE BOLD) so it all matches.
- Paramedic personnel shall wear a silk-screened all white replica of the state Paramedic patch on the right sleeve, 1-2 inches below the seam line in the center.
- A Red, White, and Blue American Flag will be screened on all short sleeve shirts, 1" above the cuff on the left sleeve.
- Physical Training Shorts: The official Peoria Fire Medical Maltese logo or Peoria Fire Medical lettering silk-screened centered on the right leg, 1-2" above the bottom hem.

Embroidered Uniform Items: All uniform items with embroidered insignias will be done in the following consistent manner in an all white color (Unless otherwise noted above):

- Embroidered items will have an official Peoria Fire-Medical Maltese emblem embroidered on the right front chest area.
- The Rank over Name embroidered on left front chest area in 0.26 point Century Schoolbook font. For Non-sworn personnel, their job title shall be used in place of the rank (i.e. “Senior Mechanic”, “Fire Prevention Specialist”, etc.) on all uniforms.
- Paramedic personnel shall wear a full color state paramedic patch sewn on the right sleeve of jackets 1-2 inches below the seam line in the center & “Paramedic” over the rank in 0.26 point Century Schoolbook font.
- No markings or insignias will be used on the back of the garment.
- Fatigue uniform shorts shall have the official Peoria Fire-Medical Department Maltese embroidered on the right thigh, centered on leg 1-2” above the bottom hem.

Approved Uniform Item List:

Approved Chief Officer Class-A Uniform Items:

- Jacket: Lighthouse Uniforms Class-A Dress Jacket; P-1800
 - Button Style: Lighthouse Uniforms; P-1976
 - Rank Sleeve Stripe Style: Lighthouse Uniforms; P-889
 - Badge Tab added over Left Pocket
 - Pants: Lighthouse Uniforms Class-A Dress Pant; P-1826
 - Women’s Skirt: (Optional) Lighthouse Uniforms Class-A Skirt; P-1213
 - Shirt: White short or long sleeve shirt:
 - Without Epaulets or pocket flap:
 - Elbeco Men’s Express Short Sleeve (SS #CA03)
 - Elbeco Men’s Express Long Sleeve (LS #CA23 or CA33)
 - With Epaulets and pocket flap:
 - Elbeco Men’s Express Checkpointe Short Sleeve (#U6610)
 - Elbeco Men’s Express Checkpointe Long Sleeve (#U610)
- NOTE: Badge tab will be added over attached left pocket and name tag tab attached over right pocket.
- Undershirt – White 100% cotton crewneck undershirt.
 - Cover: Lighthouse Uniforms white bell cap; P-847
 - Black Neck Tie: Lighthouse Uniforms P-1961 or Comparable single Windsor knot or clip-on.
 - Socks – Black dress style over the calf.

Approved Sworn Line Personnel Class-A Uniform Items: (Firefighters, Engineers and Captains):

- Shirt – Navy Blue long-sleeved Flying Cross brand; 48W3986
- Pants – Navy Blue Flying Cross brand flat front four pocket; 39400
- Undershirt – Navy Blue 100% cotton duty style shirt (does not need screening unless on duty)
- Belt – Plain Black 1-1/2” perfect fit w/ silver square buckle or approved Maltese design. . A black TRT style belt (Optional) is approved provided that proof of certification by UL, NFPA, and/or OSHA is permanently affixed to belt.
- Tie – Black clip on or single Windsor knot.
- Clip – Plain Silver 2” nickel tie bar w/ clasp.
- Shoes – Black high gloss Bates Oxford E22141
- Socks – Black dress style over the calf.
- Cover – Lighthouse Uniforms Navy Bell Cap w/black chin strap, plain black bill, and silver buttons; P-1572

Class C/D Collared Fatigue Uniform Shirts:

Short Sleeved Polo Shirts:

- Cornerstone CS424 Cotton Polo Shirt
- Cornerstone CS412 Dri-Fit Snag-Proof Polo Shirt
- Cornerstone CS410 Tactical Pen Pocket Polo Shirt
- Devon & Jones D100 SS Pique Pocket Polo
- Gildan G890 Ultra Blend Knit Pocket Polo
- Port Authority K800 SS Pocket Polo
- Tri-Mountain 014 Sentinel SS PP Polo
- 5-11 Men’s 6.8 oz Cotton Pique Polo, dark navy (#41060-724)
- 5-11 Women’s 6.8 oz Cotton Pique Polo, dark navy (#61166-724)
- 5-11 Men’s 6 oz Cotton Tactical Polo, dark navy (#71182-724)
- 5-11 Women’s 6 oz Cotton Tactical Polo, dark navy (#61164-724)

Long Sleeved Polo Shirts:

- Devon & Jones D110 LS Pique Pocket Polo
- Jerzees Long LS Polo
- Port Authority K320 Pique LS Polo
- Port Authority 455 Di-weave Pique LS Polo
- Tri-Mountain 614 Vanguard LS PP Polo
- 5-11 Cotton 6.8 oz LS Pique Polo, dark navy (#42056-724)
- 5-11 Men’s 6 oz Cotton LS Tactical Polo, dark navy (#72360-724)

Class –D Fatigue Uniform Items:

Short Sleeved T-Shirts:

- 5.11 Brand Pocketed Professional-T, Fire Navy Color (#71307-720)
- Bayside 7100 Short Sleeve Shirt
- Haines Beefy-T 5190
- Dickies Pocket SS T-Shirt; Navy
- Duluth SS Pocket Shirt; Navy
- Gildan G220 No/Pocket SS Shirt; Navy
- Gildan G230 Pocket SS Shirt; Navy
- Jensen Long and Tall SS Pocket Shirt
- Jensen Regular Cut Pocket SS Shirt

Long Sleeved T-Shirts:

- Bayside 8100 LS Shirt
- Haines LS T-Shirt
- Dickies Pocket LS T-Shirt; Navy
- Duluth LS Pocket Shirt; Navy
- Gildan G240 No/Pocket SS Shirt; Navy
- Gildan G241 Pocket SS Shirt; Navy
- Jensen Long and Tall LS Pocket Shirt
- Jensen Regular Cut Pocket LS Shirt

Henley Shirts:

Regular Wear:

- Men's Short Sleeve Workwear Henley Style # K84
- Men's Long Sleeve Workwear Henley Style # K128
- Riggs Workwear by Wrangler Short Sleeve Henley Style # 3W760
- Riggs Workwear by Wrangler Long Sleeve Henley Style # 3W750

Flame Resistant (Optional):

- Carhartt Men's Flame-Resistant Cotton Short-Sleeve Henley Style # 100236
- Carhartt Men's Flame-Resistant Long-Sleeve Henley Style # FRK293 or 100237
- Carhartt Women's Flame-Resistant Long-Sleeve Henley Style # WFRK293
- Wrangler Riggs Workwear Flame Resistant Long Sleeve Henley Style # FR3W8

Trousers:

- 5.11 Brand Men's Tactical Pant (Fire Navy Color #720) Style #74251
- 5.11 Brand Men's Taclite Pro Pant (Dark Navy Color #724) Style #74273
- 5.11 Brand Women's Taclite Pro Pant (Dark Navy Color #724) Style #64360
- 5.11 Brand Men's Company Pant (Fire Navy Color #720) Style #74398
- 5.11 Brand Men's Company Cargo Pant (Fire Navy Color #720) Style #74399
- Dickies Cargo Pants; Navy
- Dickies Flat Front Pants; Navy
- FR Brand (Fire Rated) Trousers; Navy

Fatigue Uniform Shorts:

- 5.11 Brand Men's Taclite 11" Shorts, Dark Navy Color (#73308-724)
- 5.11 Brand Women's Taclite 9" Shorts, Dark Navy (#63071-724)
- Dickies 13" Work Shorts w/Cell Pocket, Dark Navy (# 42283-DN)
- Dickies 11" Regular Fit Poplin Work Short, Dark Navy (# WR804)
- Dickies Work Short, Dark Navy (#26296-DN)
- Dickies 642 Work Shorts; Dark Navy

Sweatshirts:

- 5.11 Brand ¼ Zip Job Shirt, Fire Navy Color (#72314-720)
- Jerzees Sport Tek ¼ zip collared Sweatshirt
- Gildan 9oz. crewneck sweatshirt
- Gildan hooded sweatshirt
- Sport Tek F81 Super Hoodie
- Sport Tek F82 Super Heavyweight Full Zippered Hooded Sweatshirt
- Tri-Mountain ¼ zip collared job shirt
- Tri-Mountain ¼ zip pocketed & collared job shirt
- Ultra Club thermal lined full zippered hooded sweatshirt
- 100% cotton, long sleeved crew neck, pullover, ¼ zip with collar "job shirts" (with no denim trim) or full zippered hooded style are acceptable. All sweat shirts shall be silk screened as outlined in the *Approved Insignias and Markings* section of this policy.

Belts:

- Plain Black 1 to 1-1/2" with silver square buckle
- Plain Black 1 to 1-1/2" with approved Maltese
- Black Basket Weave 1 – 1-1/2" with silver square buckle
- Black TRT style

Footwear: Approved black shoes and boots must be regulation safety type meeting ANSI Z41 toe impact and compression specifications. They must be plain, smooth black leather or leather/nylon combination, and can range from standard height to high tops. They can be secured by Velcro straps, zippers, laces or pull-on style. The shoe must be securely fastened as designed while being worn to assure proper ankle support.

Thermal Protection Jackets & Coats:

Embroidered Jackets:

- 5.11 Brand Big Horn Jacket, Dark Navy Color (#48026-724)
- Tri-Mountain Heavy Weight Coat
- Tri-Mountain Light Lining Jacket

Silk Screened Jackets:

- Carhartt Hooded Duck Jacket (Dark Navy Color) Style # J131 or J140
- Windbreaker – Nylon navy windbreaker with or without pockets

Hats & Caps:

- 404M Trucker Baseball Style Cap
- Flex-fit 6277 Baseball Style Cap
- M2 498F Performance Dri Baseball Style Cap
- New Era 1020 Baseball Style Cap
- Cobra Boonie Style Sun Hat (Embroidered Insignias)
- Any all Navy knit beanie style thermal protection hat (Embroidered Insignias)

Physical Training Shorts:

- Badger dri-weave shorts; navy
- Champion 8187 knit shorts w/o pockets
- Russell knit shorts with or without pockets; navy
- Special T's PT shorts with or without pockets; navy

Physical Training Sweatpants:

- Any full length navy blue cotton or cotton/blend sweatpants (with or without pockets).