

SPOKANE COUNTY FIRE DISTRICT 8

Standard Operating Procedures

10.11.01
SELECTION, CARE, AND
MAINTENANCE OF
UNIFORMS



Adopted: 12/20/16
Reviewed: 12/10/20
Revised: 12/10/20

Approved: *Jan J. Balch*

Purpose: To identify appropriate uniform criteria for selection, wear, and maintenance applicable to all members while representing the District.

References: WAC 296-305, NFPA 1975

Procedure:

1. General Guidelines:

- a) The appropriate uniform, as noted below, shall be worn by all members of the Fire District when on duty or representing the District in any way.
- b) All Fire District members are responsible for obtaining and maintaining the uniform items required for their assignment.
- c) All uniform items shall be maintained in presentable condition. Faded, worn, or damaged clothing is not acceptable; this includes faded lettering or markings on uniform items requiring such markings. Uniforms shall be removed from service and replaced by reporting to Chief in charge of uniforms. A supervisor may require a member to report an out of service uniform.
- d) Uniforms provided are the property of the Fire District and must be returned upon separation.
- e) In the case of promotion, badges must be exchanged.
- f) Uniforms may not be worn when off duty unless authorized by the Fire Chief or designee.
- g) The use and ownership of the District logo resides with the District. Authorization for use of the logo, outside of what is prescribed by policy, must be obtained from the Fire Chief.
- h) All members of the Fire District shall maintain a professional appearance and shall observe the standards set forth in this section at all times while on-duty or when acting as representatives of the Fire District.
- i) Whenever Fire District uniforms are worn, they shall be clean, neat, and worn in such a fashion as to not bring discredit upon the District.
- j) Certain personnel within the District may, at times or by assignment, be required to wear civilian clothing upon order of the Fire Chief.
- k) Personnel wearing civilian clothing may not display or visibly wear District badges unless on special assignment or on duty.
- l) Station/work uniforms. Station/work uniforms are not themselves intended as primary protective garments.
- m) Station/work uniforms if provided, shall meet the requirements as specified in the 1990 or 1994 edition of NFPA 1975, Standard on Station/Work

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Uniforms for Fire and Emergency Services. However, departments are not required to provide station/work uniforms for their employees.

- n) Station/work uniforms include trousers, and/or coveralls, but exclude shirts, underwear, and socks.
- o) Members shall not wear any clothing that is determined to be unsafe due to poor thermal stability or poor flame resistance when engaged in or exposed to the hazards of structural firefighting. The fire department shall inform members of the hazards of fabrics that melt, drip, burn, stick to the skin and cause burns to the wearer due to poor thermal stability or poor flame resistance, and shall prohibit their use by employees. Garments that are not provided by the employer, and that are made from all or mostly cotton, will meet the requirements of this section.

2. Class C Uniform.

- a) The Class C uniform is the station work uniform.
- b) The District Class C uniform shall be comprised of:
 - i. Shirt: District selected/approved midnight navy blue T-shirt, mock turtleneck, and sweatshirt.
 - ii. Pants: District selected/approved fire resistant Nomex duty pants.
 - iii. Belt: Black leather with buckle (buckle is required, but discretionary, with approval).
 - iv. Response Boots/Shoes: Black leather (polished and maintained). Response Boots/ Shoes will be used during work hours outside of the designated clean zone, to include, but not limited to 911 response, maintenance, training, etc.
 - i. Station footwear; Boots/Shoes: Closed toe with 50 percent or more black.

Station footwear is to be worn in the designated clean zone.
- c) A foul weather coat is optional. An approved cap or stocking hat may be worn when the Class C uniform is allowed, and where protective headgear is not required. Class C shirts must be worn with approved screen-printed or embroidered designs only.

3. Class B Uniform.

- a) Class B uniforms should be worn anytime a member represents the District in a business/professional setting such as meetings with the public, inspections, station tours, community presentations, etc.
- b) The District Class B uniform shall be comprised of:

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- i. Shirt: Company Officers/Firefighters: District selected/approved short or long sleeve, midnight navy blue uniform. Chief Officers: District selected/approved short or long sleeve, white uniform. The shirt is to be worn over a 100% cotton undershirt.
- ii. Pants: District selected/approved fire resistant Nomex duty pants.
- iii. Belt: Black leather with buckle (buckle is required, but discretionary, with approval).
- iv. Boots/Shoes: Black leather (polished and maintained).

4. Class A Uniform.

- a) Class A uniforms are worn anytime a member represents the District in a formal business/professional setting, (e.g. graduation and promotional ceremonies, court appearances, funerals, parades, etc.), where a formal appearance is indicated.
- b) In addition, the Fire Chief may authorize and/or designate specific occasions when the Class A uniform may be worn.
- c) The District Class A uniform shall be comprised of:
 - i. Dress Cap: FDNY naval-style. Firefighter/Company Officer: Top in black with adjustable silver strap one half-inch in width on the headband. Chief Officer: Top in white with adjustable gold strap one half-inch in width on the headband.
 - ii. Dress Shirt: Company Officers/Firefighters: Midnight navy blue, aviator style; long or short sleeve. Chief Officers: white aviator style; long or short sleeve.
 - iii. Tie: Black with no designs; standard or safety type, and 4 inch or less in width.
 - iv. Jacket: Black, tropical worsted wool blend.
 - v. Dress Pants: Black, 55% Polyester and 45% wool blend, with tropical worsted finish.
 - vi. Belt: Black leather with buckle (buckle is required but discretionary, with approval).
 - vii. Shoes: Gloss black leather.
 - viii. Gloves: White; optional.

5. Additional Items.

- a) Shirt Insignia.
 - i. District Patch: Centered on left sleeve 1 inch below shoulder seam.
 - ii. EMS Patch: Centered on right sleeve 1 inch below shoulder seam.
 - iii. Collar Brass: Bright brass and for officers only:

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1. Lieutenant: One bugle-vertical.
 2. Captain: Two bugles-vertical.
 3. Division Chief: Three bugles-crossed.
 4. Assistant Chief: Four bugles-crossed.
 5. Fire Chief: Five bugles-crossed.
- b) Nameplate: Embroidered name patch or bright brass (for rank of Lieutenant and above), silver (for all others) with name only in five-eighths inch black capital letters, centered immediately one sixteenth inch above right pocket; optional.
- c) District Pins: Neatly and evenly placed across the right pocket flap (authorized "Save" Pins, Service Pins, Qualification Level Pins, Etc.).
- d) District Badge: Centered immediately above left pocket (Purchase shall be authorized by the District only).
6. Complete Uniform Required.
- a) The District uniform shall be worn in its entirety when involved in an activity that is dealing directly with the public. The uniform shall be neat, clean and pressed.