

## Uniform Regulations

### 1046.1 PURPOSE AND SCOPE

It is the policy of the Barstow Police Department to maintain uniformity in the wearing of the approved Department uniform and equipment. All on-duty personnel are required to wear the approved uniform and are only authorized to use/carry the approved equipment. Any exception to this policy must be approved by the Chief of Police and should be obtained in writing. Personnel may also wish to refer to the below listed policy sections for additional uniform and/or equipment provisions:

Section 700 - Department Owned and Personal Property

Section 1024 - Body Armor

Section 1044 - Grooming Standards

The City of Barstow will provide a uniform allowance for all employees required to wear a mandated uniform. The Barstow Police Department will provide necessary safety equipment per this policy and/or the Memorandum of Understanding (MOU) between the employee units and the City of Barstow.

### 1046.2 WEARING AND CONDITION OF UNIFORM AND EQUIPMENT

All employees shall maintain, in a clean and serviceable condition, such articles of uniform and equipment as are authorized and approved for their current position or assignment. All sworn personnel shall possess and maintain, ready for immediate use, the approved patrol uniform, required equipment, and any additionally required article as indicated within this policy or within this policy manual.

- (a) Uniforms shall be neat, clean, and appear professionally pressed. Professional dry-cleaning is recommended.
- (b) All peace officers of this department shall possess and maintain at all times, a serviceable uniform and the necessary equipment to perform uniformed field duty.
- (c) Personnel shall wear only the uniform specified for their rank and assignment.
- (d) All supervisors will perform periodic inspections of their personnel to ensure conformance to these regulations.
- (e) Civilian attire shall not be worn in combination with any distinguishable part of the uniform, unless approved by the Chief of Police or Division Commander.
- (f) Uniforms are only to be worn while on duty, while in transit to or from work, for court, or at other official department functions or events.
- (g) If the uniform is worn while in transit, an outer garment shall be worn over the uniform shirt so as not to bring attention to the employee while he/she is off duty.

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- (h) Employees are not to purchase or drink alcoholic beverages while wearing any part of the department uniform, including the uniform pants.
- (i) Mirrored sunglasses will not be worn with any Department uniform
- (j) Uniform pants shall not be bloused or tucked into boots or shoes unless specifically addressed as part of a specialized uniform
- (k) Visible jewelry, other than those items listed below, shall not be worn with the uniform unless specifically authorized by the Chief of Police or his/her designee:
  - 1. Wrist watch
  - 2. Wedding ring(s), class ring, or other ring of tasteful design. A maximum of one ring/set may be worn on each hand
  - 3. Medical alert bracelet
  - 4. Female officers may wear one small stud type earring in each ear positioned within the lower ear lobe only.

### 1046.2.1 DEPARTMENT ISSUED IDENTIFICATION

Each Department employee will be issued one (1) official Department identification card bearing the employee's name, identifying information, photo likeness, and signature of the Chief of Police. All official Department identification cards are the possession of the Barstow Police Department. All employees shall be in possession of their department issued identification card at all times while on duty or when carrying a concealed weapon. When an employee is separated from employment or placed on leave where police powers are removed, the Department issued identification card will be returned to the employees immediate supervisor, or any department supervisor as assigned by the Chief of Police.

- (a) Whenever on duty or acting in an official capacity representing the department, employees shall present their department issued identification to any person, with a need to identify the employee, upon request and as soon as practical.
- (b) Officers working specialized assignments may be excused from the identification possession and display requirements if the carrying or possessing of Department identification would jeopardize the assignment and with the approval of the employees Division Commander.
- (c) All lost, stolen, or misplaced Department identification cards shall be reported immediately to the employees immediate supervisor, or on-duty Watch-Commander. A memorandum indicating the circumstances, including when the identification was discovered missing and any belief as to how the identification was lost or stolen, shall be submitted as soon as practical after the loss is discovered to the Division Commander through the chain of command.

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- (d) No Department issued identification shall be loaned to any other person and may only be used by the employee for which it is assigned.
- (e) Department issued identification shall not be used for any illegal purpose.

### 1046.2.2 REQUIRED EQUIPMENT

Any sworn officer required to wear the approved police uniform shall carry the listed equipment. Those officers assigned to specialized duties or modified duty assignments are exempt.

#### (a) Required Equipment:

1. Badge
2. Flashlight
3. Department Issued Identification Card
4. Police Baton, Expandable Baton, PR-24, or Police Nunchukas
5. Approved Firearm and Ammunition
6. Extra Magazines (two complete reloads are required)
7. Handcuffs and Handcuff Key
8. Traffic Citation Book
9. Pen and Pencil
10. Note Pad (3"x5" or larger)
11. Nameplate
12. Valid California Driver's License
13. Wristwatch
14. Ballistic Body Armor
15. Ballistic Helmet and Face Shield

#### (b) Required Leather Gear: (must be black colored leather basketweave only)

1. Holster (as approved by the Chief of Police). No clamshell holster is allowed.
2. Handcuff Case
3. Three (3) Belt Keepers
4. Baton Ring or Holder
5. Ammunition Magazine Carrying Case
6. Leather Duty Belt

#### (c) Optional Leather Gear: (must be black colored leather basketweave only)

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1. Knife Carrying Case
  2. Extra Handcuff Case and Extra Handcuffs (no more than two (2) total on duty belt)
  3. Handheld Radio Carrying Case
  4. Flashlight Carrier
  5. Key Ring or Case
  6. Audio Recorder Carrying Case
  7. Cellular Telephone Carrying Case
- (d) Optional Accessories:
1. Sunglasses (may not be mirrored lenses and must be conservative in design to project a professional image)
  2. Hobble Restraints (department approved/assigned only)

### **1046.3 UNIFORM REQUIREMENTS**

#### Sworn Uniform:

- (a) Shirt, Short-Sleeve: Navy blue in color
1. 100% wool
  2. 100% polyester
  3. 65% polyester / 35% rayon blend
  4. Barstow Police Department patches sewn on both upper sleeves
  5. Metal name tag (silver with black lettering 2 1/4" x 3/8" in size) centered above right upper pocket.
  6. Badge tab above left upper pocket
  7. Corporals: Metal chevrons on each collar flap (silver in color) and Cloth chevrons sewn on both sleeves under the Barstow Police Department patch
  8. Sergeants: Metal chevrons on each collar flap (silver in color) and Cloth chevrons sewn on both sleeves under the Barstow Police Department patch
  9. Lieutenants: Metal single bar on each collar flap (silver in color)
  10. Captains: Metal double bars on each collar flap (silver in color)
  11. Chief of Police: Metal stars on each collar flap (silver in color)
- (b) Shirt, Long-Sleeve: Navy blue in color
1. 100% wool
  2. 100% polyester
  3. 65% polyester / 35% rayon blend

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4. Barstow Police Department patches sewn on both upper sleeves.
  5. Metal name tag (silver with black lettering 2 1/4" x 3/8" in size) centered above right upper pocket.
  6. Badge tab above left upper pocket
  7. Service Stripes: Attached to left sleeve with last stripe 1 1/2 " above upper cuff seam. One (1) stripe equals each completed five (5) years of service
  8. Corporals: Metal chevrons on each collar flap (silver in color) and Cloth chevrons sewn on both sleeves under the Barstow Police Department patch
  9. Sergeants: Metal chevrons on each collar flap (silver in color) and Cloth chevrons sewn on both sleeves under the Barstow Police Department patch
  10. Lieutenants: Metal single bar on each collar flap (silver in color)
  11. Captains: Metal double bars on each collar flap (silver in color)
  12. Chief of Police: Metal stars on each collar flap (silver in color)
- (c) Pants: Navy blue in color
1. 100% polyester
  2. 100% wool
  3. 65% polyester / 35% rayon blend
  4. Two (2) flashlight pockets required
  5. Pressed seams only, no sewn seams
- (d) Heavy Jacket: Black in color
1. Nylon with fiber filling or Thinsulate® thermal insulation
  2. Fur or plain collar
  3. Silver "P" style buttons
  4. Zipper front with two (2) inside pockets and two (2) outside pockets
  5. Barstow Police Department patches sewn on both upper sleeves.
  6. Metal name tag (silver with black lettering 2 1/4" x 3/8") centered above right upper pocket.
  7. Cloth name tag (optional)(black with silver embroidered lettering 5" x 1") centered above right upper pocket.
  8. Badge tab above upper left pocket or upper left chest area
  9. Corporals: Cloth chevrons sewn on both sleeves under the Barstow Police Department patch
  10. Sergeants: Cloth chevrons sewn on both sleeves under the Barstow Police Department patch

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11. Lieutenants: Metal single bar on each collar flap or both shoulders if collar is fur (silver in color)
  12. Captains: Metal double bars on each collar flap or both shoulders if the collar is fur (silver in color)
  13. Chief of Police: Metal stars on each collar flap or both shoulders if the collar is fur (silver in color)
- (e) Lightweight Jacket: Black in color
1. Nylon with removable lining (optional)
  2. Plain collar
  3. Silver "P" style buttons
  4. Zipper front with two (2) outside pockets
  5. Barstow Police Department patches sewn on both upper sleeves.
  6. Metal name tag (silver with black lettering 2 1/4" x 3/8") centered above right upper pocket.
  7. Cloth name tag (optional) (black with silver embroidered lettering 5" x 1") centered above right upper pocket.
  8. Cloth badge patch sewn above upper left pocket or upper left chest area
  9. Corporals: Cloth chevrons sewn on both sleeves under the Barstow Police Department patch
  10. Sergeants: Cloth chevrons sewn on both sleeves under the Barstow Police Department patch
  11. Lieutenants: Metal single bar on each collar flap (silver in color)
  12. Captains: Metal double bars on each collar flap (silver in color)
  13. Chief of Police: Metal stars on each collar flap (silver in color)
- (f) Leather Jacket (Optional): Black in color (Note: This item is optional and will not be replaced at City expense if damaged or destroyed, even in the line of duty.)
1. Zipper front with two (2) outside pockets
  2. Only the Navy G-1 style is authorized
  3. Barstow Police Department patches sewn on both upper sleeves.
  4. Metal name tag (silver with black lettering 2 1/4" x 3/8") centered above right upper pocket.
  5. Corporals: Cloth chevrons sewn on both sleeves under the Barstow Police Department patch
  6. Sergeants: Cloth chevrons sewn on both sleeves under the Barstow Police Department patch
  7. Lieutenants: Metal single bar on each collar flap (silver in color)

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8. Captains: Metal double bars on each collar flap (silver in color)
  9. Chief of Police: Metal stars on each collar flap (silver in color)
- (g) Hat:
1. Dress Hat: Navy blue with black mesh sides. 100% wool with black band. Sergeants and above shall replace black band with silver metal band.
  2. Campaign Style: Stratton S-40 only. Graphite gray in color. No tassels are permitted.
  3. Baseball Hat: Black in color with Barstow Police Department emblem, as approved by the Chief of Police. Baseball hat to be worn with Class B or Class C uniform.
  4. Cold Weather Beanie: Black in color with Barstow Police Department emblem, as approved by the Chief of Police. Cold Weather Beanie to be worn with Class B or Class C uniform only during extreme weather conditions.
- (h) Foot Wear:
1. Black in color and constructed of polishable material, such as leather
  2. High or low cut shoe or boot with plain toes (no stitching on top in toe area)
  3. Lace-up boots may be worn with all lacing being cross-laced
  4. All footwear shall be polished at all times when worn on-duty
  5. Athletic shoes of any type are not permitted without a written physician's referral and approval of the Chief of Police
- (i) Socks:
1. Shall be black or navy blue in color, except when not visible when wearing high top boots
- (j) Gloves:
1. Black gloves may be worn when cold weather exists
  2. Fingers shall not be removed from any glove worn on duty
  3. Lead or sand-filled gloves (commonly known as "Sap Gloves") are not permitted

### Non-Sworn / Volunteer Uniform:

- (a) Shirt, Short-Sleeve: Light blue in color
- (a) 100% wool
  - (b) 100% polyester
  - (c) 65% polyester / 35% rayon blend
  - (d) Barstow Police Department patches sewn on both upper sleeve.
  - (e) Metal name tag (silver with black lettering 2 1/4" x 3/8" in size) centered above right upper pocket.

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- (f) Badge tab above left upper pocket
- (g) Rank Insignia: Same as sworn officer uniform if permitted by the Chief of Police
- (b) Shirt, Long-Sleeve: Light blue in color
  - (a) 100% wool
  - (b) 100% polyester
  - (c) 65% polyester / 35% rayon blend
  - (d) Barstow Police Department patches sewn on both upper sleeve.
  - (e) Metal name tag (silver with black lettering 2 1/4" x 3/8" in size) centered above right upper pocket.
  - (f) Badge tab above left upper pocket
  - (g) Service Stripes: Attached to left sleeve with last stripe 1 1/2 " above upper cuff seam. One (1) stripe equals each completed five (5) years of service
  - (h) Rank Insignia: Same as sworn officer uniform if permitted by the Chief of Police
- (c) Pants: Navy blue in color
  - (a) 100% polyester
  - (b) 100% wool
  - (c) 65% polyester / 35% rayon blend
  - (d) Two (2) flashlight pockets required
  - (e) Pressed seams only, no sewn seams
- (d) Heavy Jacket: Black in color
  - (a) Nylon with fiber filling or Thinsulate® thermal insulation
  - (b) Fur or plain collar
  - (c) Silver "P" style buttons
  - (d) Zipper front with two (2) inside pockets and two (2) outside pockets
  - (e) Barstow Police Department patches sewn on both upper sleeves.
  - (f) Metal name tag (silver with black lettering 2 1/4" x 3/8") centered above right upper pocket.
  - (g) Cloth Name Tag (optional)(black with silver embroidered lettering 5" x 1") centered above upper right pocket.
  - (h) Badge tab above upper left pocket or upper left chest area
  - (i) Rank Insignia: Same as sworn officer uniform if permitted by the Chief of Police
- (e) Lightweight Jacket: Black in color
  - (a) Nylon with removable lining (optional)
  - (b) Plain collar



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- (c) Silver "P" style buttons
- (d) Zipper front with two (2) outside pockets
- (e) Barstow Police Department patches sewn on both upper sleeve.
- (f) Metal name tag (silver with black lettering 2 1/4" x 3/8") centered above right upper pocket.
- (g) Cloth name tag (optional) (black with silver embroidered lettering 5" x 1") centered above right upper pocket.
- (h) Cloth badge patch sewn above upper left pocket or upper left chest area
- (i) Rank Insignia: Same as sworn officer uniform if permitted by the Chief of Police
- (f) Hat:
  - (a) Dress Hat: Navy blue with black mesh sides. 100% wool with black band. Sergeants and above shall replace black band with silver metal band
  - (b) Campaign Style: Stratton S-40 only. Graphite gray in color. No tassels are permitted
  - (c) Baseball Hat: Black in color with Barstow Police Department emblem, as approved by the Chief of Police. Baseball hat to be worn with Class B or Class C uniform only.
  - (d) Cold Weather Beanie: Black in color with Barstow Police Department emblem, as approved by the Chief of Police. Cold Weather Beanie to be worn with Class B or Class C uniform only during extreme weather conditions.
- (g) Foot Wear:
  - (a) Black in color and constructed of polishable material, such as leather
  - (b) High or low cut shoe or boot with plain toes (no stitching on top in toe area)
  - (c) Lace-up boots may be worn with all lacing being cross-laced
  - (d) All footwear shall be polished at all times when worn on-duty
  - (e) Athletic shoes of any type are not permitted without a written physician's referral and approval of the Chief of Police
- (h) Socks:
  - (a) Shall be black or navy blue in color, except when not visible when wearing high top boots
- (i) Gloves:
  - (a) Black gloves may be worn when cold weather exists
  - (b) Fingers shall not be removed from any glove worn on duty
  - (c) Lead or sand-filled gloves (commonly known as "Sap Gloves") are not permitted

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### 1046.3.1 CLASS "A" UNIFORM

The Class "A" uniform is to be worn on special occasions such as funerals, graduations, ceremonies, or as directed. All sworn personnel are required to maintain at least one Class "A" uniform. The Class "A" uniform will consist of the uniform requirements in policy #1046.3, with the following exceptions:

- (a) Long sleeve uniform shirt
- (b) Black tie (clip on only) with tie bar (silver in color)
- (c) Polished black shoes or boots (no pointed toes or top stitching is allowed)
- (d) Class "A" Jacket
  1. Dark blue either 100% wool or 100% polyester with zipper front and silver colored buttons
  2. Barstow Police Department patches sewn on both upper sleeves.
  3. Name tags shall be centered on top right upper pocket.
  4. Corporals: Cloth chevrons will be sewn on each sleeve below the Barstow Police Department patches
  5. Sergeants: Chevron will be sewn on each sleeve below the Barstow Police Department patches
  6. Lieutenants: Metal single bar on each collar flap (silver in color)
  7. Captains: Metal double bars on each collar flap (silver in color)
  8. Chief of Police: Metal stars on each collar flap (silver in color)
  9. Service Stripes: Attached to left sleeve with last stripe 1 1/2 " above upper cuff seam. One (1) stripe equals each completed five (5) years of service
- (e) Class "A" Hat
  1. Dress Hat: 100% wool with black band. Rank of sergeant and above shall wear silver metal or cloth band in lieu of the black band
  2. Campaign Style: Stratton S-40, Graphite in color. No tassels

### 1046.3.2 CLASS B UNIFORM

All officers will possess and maintain a serviceable Class B uniform at all times.

The Class B uniform will consist of the uniform requirements in policy #1046.3, with the following exceptions:

- (a) Long or short sleeve uniform shirt with the collar open. No tie is required
- (b) A white, or black crew neck t-shirt must be worn with the uniform
- (c) All shirt buttons must remain buttoned except for the last button at the neck
- (d) No rolling of long sleeves is allowed

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### 1046.3.3 CLASS C UNIFORM

The Class C uniform is an alternate uniform that may be worn by sworn officer of the Barstow Police Department assigned to the patrol division or other special assignments as indicated. The Class C uniform was previously known as the "Summer Uniform." The Class C uniform is permitted for year-round wear.

(a) Shirt, Short Sleeve:

1. Black in color
2. Coolmax polo style manufactured by United Uniform or Performance Polo manufactured by 5.11
3. Barstow Police Department patches sewn on each sleeve
4. Cloth badge sewn on upper left chest area
5. First initial and last name embroidered in white on upper right chest area
6. Corporals: Cloth chevrons sewn below the Barstow Police Department patch on each sleeve
7. Sergeants: Cloth chevrons sewn below the Barstow Police Department patch on each sleeve
8. Lieutenants: Metal or embroidered single bar attached to each collar flap (silver in color)
9. Captains: Metal or embroidered double bars attached to each collar flap (silver in color)
10. Chief of Police: Metal or embroidered stars attached to each collar flap (silver in color)

(b) Shirt, Long Sleeve:

1. Same as above except in long sleeve

(c) Pants:

1. Black in color
2. 5.11 Tactical brand TDU or stryke pants in ripstop material
3. Two (2) side cargo pockets
4. Two (2) rear pockets
5. Two (2) front pockets
6. Two (2) rear flashlight pockets (optional)
7. Pants will not be bloused or tucked inside the boots or shoes

### 1046.3.4 SPECIALIZED UNIT UNIFORMS

Evidence Technicians / Crime Scene Investigators:

(a) Shirt, Short Sleeve:

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1. Navy blue in color
  2. Barstow Police Department patches sewn on the upper sleeve on both sides
  3. Cloth evidence technician badge sewn on upper left chest area
  4. Metal name tag (silver with black lettering 2 1/4" x 3/8") attached above right upper pocket.
  5. Cloth name tag (optional)(black cloth with silver embroidery 5" x 1") sewn above right upper pocket.
  6. "CSI" imprinted on back approximate 3" letters, white in color
- (b) Shirt, Polo Style, Short or Long Sleeve:
1. Coolmax style manufactured by United Uniform or Performance Polo manufactured by 5.11, navy blue in color
  2. Barstow Police Department patches sewn on both sleeves
  3. Cloth evidence technician badge sewn on upper left chest area
  4. First initial and last name embroidered in white on upper right chest area
  5. "CSI" imprinted on back approximate 3" letters, white in color
- (c) Shirt, Long Sleeve:
1. Navy blue in color
  2. Barstow Police Department patches sewn on the upper sleeve on both sides
  3. Cloth evidence technician badge sewn on upper left chest area
  4. Metal name tag (silver with black lettering 2 1/4" x 3/8") attached above right upper pocket.
  5. Cloth name tag (optional)(black cloth with silver embroidery 5" x 1") sewn above right upper pocket.
  6. Badge tab sewn above left upper pocket or left chest area
- (d) Pants:
1. Navy blue in color
  2. Two (2) side cargo pockets, one on each leg
  3. Two (2) rear pockets
  4. Two (2) front pockets
- (e) Shoes:
1. Black in color
  2. Polishable material
  3. No stitching on top of toe area
  4. Low or high top shoes or boots are permitted

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(f) **Jackets:**

1. Black in color
2. 100% Nylon
3. Barstow Police patches on each upper sleeve
4. Cloth evidence technician badge sewn on upper left chest
5. Cloth name tag (black with silver embroidery 5" x 1") sewn on right upper chest area

**Dispatch / Records / Administrative Divisions:**

(a) **Shirts:**

(a) Polo style: Performance Polo manufactured by 5.11 Tactical Dark Navy in color

(b) **Embroidery:**

- (a) Upper right chest area: Employee's first name only in white lettering.
- (b) Upper left chest area: "Barstow Police" and "Dispatch," "Records Division," or "Administrative Division."

(c) Must be tucked in at all times while on-duty

(d) No "pilling" or damaged material will be permitted

(e) Colors assigned for yearly seasons are optional

- (a) Spring -March 20th through June 20th of each year- Dark Navy
- (b) Summer -June 21st through September 22nd of each year - White (black lettering)
- (c) Fall - September 23rd through December 20th of each year - Charcoal
- (d) Winter - December 21st through March 19th of each year - Red

(b) **Pants:**

(a) Dickie® brand

(b) Black in color

(c) Length: Lowest seam must touch top of shoe or boot

(a) **Shoes:**

(a) Black in color and suitable for professional office/business attire

(b) No decorative stitching or attachments

(c) No heels longer than 2 inches will be permitted

(b) **Socks:**

(a) Black in color, unless high top boots are worn then any color is permitted

(c) **Belts:**

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- (a) Black in color
- (b) No colored stitching or attachments
- (c) Buckles must be proportionate in size and style for a professional office setting
- (d) Jackets / Sweaters:
  - (a) Black in color
  - (b) Port Authority brand jacket (Item #L768)
  - (c) Port Authority brand sweater (Item #L530)
  - (d) Embroidery:
    - (a) Upper right chest area: Employee's first name only
    - (b) Upper left chest area: "Barstow Police" and "Dispatch", "Records Division", or "Administrative Division"
- (e) Jewelry:
  - 1. Rings: No more than one per hand (an engagement ring and a wedding ring on the same finger will count as one ring)
  - 2. Necklaces: No more than two (2) visible necklaces may be worn. Any pendant or attachment must not interfere with normal job functions and shall not be of an obscene or rude gesture
  - 3. Earrings: One (1) stud type earring per ear will be allowed. Any dangling or clip-on earring must be conservative and may not hang lower than one inch below the bottom ear lobe
  - 4. Piercings: No visible body piercing is allowed, other than earrings as described above.

### Street Enforcement Team:

- (a) This position requires undercover work with similar objectives, therefore the position does not have a designated uniform. Officers assigned to this position may wear civilian clothing. No clothing worn by Street Enforcement Team members may depict obscene gestures, wording, or graphics, without the approval of the Detective Division Supervisor or Division Commander. The following rules apply:
  - (a) Shirt: Must have sleeves and cover the entire upper body. Short or long sleeves are permitted. Shirts must be clean and without holes or obvious damage.
  - (b) Pants: Must be full length with the lowest most seam touching the top of each shoe. Pants must be clean and without holes or obvious damage.
  - (c) Jacket: Must provide adequate protection from the elements and may not contain fringe or attachments. Jackets should be conservative in style and design.

### Canine Unit:

- (a) Shirt, Short Sleeve: (Transcon or 5.11 brands only)

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1. Black in color
  2. Barstow Police Department patches sewn on the upper sleeve on both side
  3. Cloth name tag (black cloth with silver embroidery 5" x 1") sewn above right upper pocket
  4. Cloth badge sewn above left upper pocket or left chest area
  5. Rank Insignia: Same as additional patrol uniforms
- (b) Shirt, Long Sleeve: (Transcon or 5.11 brands only)
1. Black in color
  2. Barstow Police Department patches sewn on the upper sleeve on both sides
  3. Cloth name tag (black cloth with silver embroidery 5" x 1") sewn above right upper pocket
  4. Cloth badge sewn above left upper pocket or left chest area
  5. Rank Insignia: Same as additional patrol uniforms
- (c) Pants: (Transcon or 5.11 brands only)
1. Black in color
  2. Two (2) side cargo pockets, one on each leg
  3. Two (2) rear pockets
  4. Two (2) front pockets
  5. Pants are not to be tucked into boots or shoes and no blousing is allowed
- (d) Shoes:
1. Black in color
  2. Polishable material
  3. No stitching on top of toe area
  4. Low or high top shoes or boots are permitted
- (e) Socks:
1. Black or navy blue in color, unless high top boots are worn then any color is permitted
- (f) Jackets:
1. Black in color
  2. 100% Nylon
  3. Barstow Police patches on each upper sleeve
  4. Cloth name tag (black cloth with silver embroidery 5" x 1")
  5. Cloth badge sewn above upper left pocket or upper left chest area

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### Special Response Team:

- (a) Shirt, T-Shirt, Short or Long Sleeve:
  - (a) Black in color
  - (b) Barstow Police Department SRT Emblem, as approved by the Chief of Police, upper right chest area
- (b) Shirt, Long Sleeve:
  - (a) Olive green in color
  - (b) Barstow Police Department patches sewn on the upper sleeve on both sides (subdued)
  - (c) American flag patch sewn above right upper pocket or upper right chest area (subdued)
  - (d) Cloth name tag (olive green cloth with black embroidery 5" x 1") sewn above right upper pocket or below American flag patch
  - (e) Cloth badge sewn above upper left pocket or upper left chest area (subdued)
  - (f) Rank insignia (olive green cloth with black stripes or bars) (subdued)
- (c) Pants:
  - (a) Olive green in color
  - (b) Cloth name tag, olive green cloth with black lettering, sewn on above left rear pocket, last name only
  - (c) Two (2) side cargo pockets
  - (d) Two (2) back pockets
  - (e) Two (2) front pockets
  - (f) Lowest seam must touch top of boots or shoes
  - (g) Pant legs may be tucked into boots or shoes and blousing of this uniform is allowed
- (d) Shoes:
  - (a) Black in color
  - (b) 6" or 8" boots only
  - (c) No attachments or colored stitching is allowed
- (e) Jackets:
  - (a) Black in color
  - (b) Barstow Police Department SRT Emblem, as approved by the Chief of Police, upper right chest area
  - (c) Cloth badge (olive green patch with black stitching)(subdued)
  - (d) Name tag (olive green patch with black stitching)(subdued)



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- (e) Silk screen "POLICE" across back of jacket in olive lettering

### 1046.4 INSIGNIA AND PATCHES

- (a) **Shoulder Patches** - The authorized shoulder patch supplied by the Department shall be machine stitched to the sleeves of all uniform shirts and jackets, three-quarters of an inch below the shoulder seam of the shirt and be bisected by the crease in the sleeve. If the shirt does not have a shoulder seam, the patch shall be attached in the same manner described above and the patch shall be positioned three-quarters of an inch below the shoulder line, giving the same appearance as a shirt with a shoulder seam.
- (b) **Service stripes** - Service stripes indicating length of service may be worn on long sleeved shirts and Class "A" jackets only. They are to be embroidered patches and sewn onto the uniform. The service stripe shall be grey in color for each stripe on a black patch background. The bottom of the service stripe shall be sewn one and one-half inches above the cuff seam with the rear of the service stripes sewn on the crease of the sleeve. The stripes are to be worn on the left sleeve only and each service stripe will represent five (5) years of completed law enforcement service. A new service stripe may not be affixed to the sleeve until completion of a five (5) year service period. Service stripes are not approved for years in the military or law enforcement reserve officer service.
- (c) The regulation nameplate, or an authorized sewn on cloth nameplate, shall be worn at all times while in uniform. The nameplate shall display the employee's first initial and last name. The nameplate shall be worn and placed above the right pocket located in the middle, bisected by the pressed shirt seam, with equal distance from both sides of the nameplate to the outer edge of the pocket.
  - 1. **Metal Nameplate:** Silver in color with black lettering. 2 1/4 " x 3/8" in size with (2) rear attachment points.
  - 2. **Cloth Nameplate:** Black patch with silver embroidered lettering. 5" x 1" in size and sewn onto the shirt or jacket (see specific uniform for authorization).
- (d) When a jacket is worn, the nameplate or an authorized sewn on cloth nameplate shall be affixed to the jacket in the same manner as the uniform.
- (e) A Firearms Proficiency medal may be worn on the left shirt pocket if earned through a departmentally recognized qualification course.
- (f) **Badge** - The department issued badge, or an authorized sewn on cloth replica, must be worn and visible at all times while in uniform.
- (g) **Rank Insignia** - The designated insignia indicating the employee's rank must be worn at all times while in uniform.
- (h) **Meritorious Service Ribbons** - May be worn with the Class "A" or Class "B" uniform or Class "A" jacket only. Shall be affixed above the left upper pocket, below the badge, and centered between the ends of the pocket flap.

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- (i) Additional Law Enforcement Service Awards - Additional law enforcement service awards may be worn on the Class "A" or Class "B" uniform or on the Class "A" jacket as approved by the Chief of Police.
- (j) Stolen Vehicle Recovery Pin (CVC10851) or M.A.D.D. (DUI) Pin - May be worn on the Class "A" or Class "B" uniform or on the Class "A" jacket only. Shall be affixed on the left pocket flap with one (1) pin on each side of the pocket flap or a single pin may be placed on either side of the pocket flap.
- (k) Special Assignment Insignia (only employees currently assigned to special assignment):
  1. Field Training Officer: Metal pin silver in color with "FTO". Shall be placed in the center of the right pocket flap. If worn with "SRO" pin, both pins will be placed side by side and centered on the right pocket flap.
  2. Special Response Team / Hostage Negotiations Team: Navy blue with silver trim and silver lettering epaulet ribbon with "SRT" or "HNT", worn on right epaulet.
  3. School Resource Officer: Metal pin silver in color with "SRO". Shall be placed in the center of the right pocket flap. If worn with "FTO" pin, both pins will be placed side by side and centered on the right pocket flap.
  4. Canine Officer: Metal pin silver in color with "K9". Shall be placed in the center of the right pocket flap. If worn with the "FTO" or "SRO" pin or both, all three pins will be placed side by side and centered on the right pocket flap.

### 1046.4.1 MOURNING BADGE

Uniformed employees shall wear a black mourning band across the uniform badge whenever a law enforcement officer is killed in the line of duty. The following mourning periods will be observed:

- (a) An officer of this department - From the time of death until midnight on the 14th day after the death.
- (b) An officer from this or an adjacent county - From the time of death until midnight on the day of the funeral.
- (c) Funeral attendee - While attending the funeral of an out of region fallen officer.
- (d) National Peace Officers Memorial Day (May 15th) - From 0001 hours until 2359 hours.
- (e) As directed by the Chief of Police.

### 1046.5 CIVILIAN ATTIRE

There are assignments within the Department that do not require the wearing of a uniform because recognition and authority are not essential to their function. There are also assignments in which the wearing of civilian attire is necessary.

- (a) All employees shall wear clothing that fits properly, is clean and free of stains, and not damaged or excessively worn.

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- (b) All male administrative, investigative and support personnel who elect to wear civilian clothes to work on City designated "Casual Fridays" shall wear button style shirts with a collar, jeans, tennis shoes, slacks or suits that are moderate in style. Civilian attire on these days for these positions must be authorized by the Chief of Police.
- (c) All female administrative, investigative, and support personnel who elect to wear civilian clothes to work on City designated "Casual Fridays" shall wear dresses, slacks, shirts, blouses, jeans, tennis shoes, or suits that are moderate in style. Civilian attire on these days for these positions must be authorized by the Chief of Police.
- (d) The following items shall not be worn on duty at any time:
  - 1. T-shirt alone
  - 2. No open-toed sandals or flip-flop style shoes
  - 3. Swimsuit, tube tops, or halter-tops
  - 4. Spandex type pants or see-through clothing
  - 5. Distasteful printed slogans, buttons or pins
- (e) Variations from this order are allowed at the discretion of the Chief of Police or designee when the employee's assignment or current task is not conducive to the wearing of such clothing.
- (f) No item of civilian attire may be worn on duty that would adversely affect the reputation of the Barstow Police Department or the morale of the employees.

### **1046.6 POLITICAL ACTIVITIES, ENDORSEMENTS, AND ADVERTISEMENTS**

Unless specifically authorized by the Chief of Police, Barstow Police Department employees may not wear any part of the uniform, be photographed wearing any part of the uniform, utilize a department badge, patch or other official insignia, or cause to be posted, published, or displayed, the image of another employee, or identify himself/herself as an employee of the Barstow Police Department to do any of the following (Government Code §§ 3206 and 3302):

- (a) Endorse, support, oppose, or contradict any political campaign or initiative.
- (b) Endorse, support, oppose, or contradict any social issue, cause, or religion.
- (c) Endorse, support, or oppose, any product, service, company or other commercial entity.
- (d) Appear in any commercial, social, or non-profit publication, or any motion picture, film, video, public broadcast, or any website.

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### **1046.7 OPTIONAL EQUIPMENT - MAINTENANCE, AND REPLACEMENT**

- (a) Any of the items listed in the Uniform and Equipment Specifications as optional shall be purchased totally at the expense of the employee. No part of the purchase cost shall be offset by the Department for the cost of providing the Department issued item.
- (b) Maintenance of optional items shall be the financial responsibility of the purchasing employee. For example, repairs due to normal wear and tear.
- (c) Replacement of items listed in this order as optional shall be done as follows:
  - 1. When the item is no longer functional because of normal wear and tear, the employee bears the full cost of replacement.
  - 2. When the item is no longer functional because of damage in the course of the employee's duties, it shall be replaced following the procedures for the replacement of damaged personal property (Policy Manual § 700).

#### **1046.7.1 RETIREE BADGES**

The Chief of Police may issue identification in the form of a badge, insignia, emblem, device, label, certificate, card or writing that clearly states the person has honorably retired from the Barstow Police Department. This identification is separate and distinct from the identification authorized by Penal Code § 25455 and referenced in the Retired Officer CCW Endorsement Policy in this manual.

A badge issued to an honorably retired peace officer that is not affixed to a plaque or other memento will have the words "Honorably Retired" clearly visible on its face. A retiree shall be instructed that any such badge will remain the property of the Barstow Police Department and will be revoked in the event of misuse or abuse (Penal Code § 538d).

Retiree badges are issued at the sole discretion of the Chief of Police and their issuance is not guaranteed or implied.

#### **1046.8 UNAUTHORIZED UNIFORMS, EQUIPMENT AND ACCESSORIES**

Barstow Police Department employees may not wear any uniform item, accessory or attachment unless specifically authorized in the Uniform and Equipment Specifications or by the Chief of Police or designee.

Barstow Police Department employees may not use or carry any safety item, tool or other piece of equipment unless specifically authorized in the Uniform and Equipment Specifications or by the Chief of Police or designee.