

Uniforms and Civilian Attire

1025.1 PURPOSE AND SCOPE

This policy provides guidelines for Bozeman Police Department-authorized uniforms and civilian attire regulations. It is established to ensure that uniformed members will be readily identifiable to the public through the proper use and wearing of department uniforms, and that the appearance of members who wear civilian attire reflects favorably on the Department.

This policy addresses the wearing and maintenance of department uniforms, accessories, insignia, patches and badge; the requirements for members who wear civilian attire; and the authorized use of optional equipment and accessories by members of the Department.

Other related topics are addressed in the Personal Appearance Standards policy.

1025.2 POLICY

The Bozeman Police Department will provide uniforms for all employees who are required to wear them.

All uniforms and equipment issued to department members shall be returned to the Department upon termination or resignation.

1025.3 UNIFORMS

The Chief of Police or the authorized designee shall maintain and update specifications in the Uniform and Equipment Guidelines document. Any modifications, substitutions or additions to duty equipment issued by the department must be approved by the Chief of Police or designee. Uniforms shall be worn as described therein and as specified in this policy.

The following shall apply to those assigned to wear department-issued uniforms:

- (a) Uniforms and equipment shall be maintained in a serviceable condition and shall be ready at all times for immediate use. Uniforms shall be neat and clean.
- (b) Officers in a non-uniformed assignment shall possess and maintain at all times a serviceable uniform and the necessary equipment to perform uniformed field duty.
- (c) Uniforms shall be worn in compliance with any applicable department specifications.
- (d) Members shall wear only the uniforms specified for their ranks and assignments.
- (e) Uniforms are only to be worn while on-duty, for court, at official department functions or events, while in transit to or from work, or when authorized by the Chief of Police or the authorized designee.
 - 1. When the uniform is worn while in transit, a non-uniform outer garment shall be worn over the uniform shirt to avoid bringing attention to the member while he/she is off-duty.
- (f) Members are not to purchase or drink alcoholic beverages while wearing any part of department-issued uniforms.

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- (g) All supervisors will perform periodic inspections of members under their commands to ensure conformance to this policy.

1025.3.1 ACCESSORIES

Members shall adhere to the following when wearing department uniforms:

- (a) Mirrored or multi-colored sunglasses will not be worn.
- (b) Jewelry shall be in accordance with the specifications in the Personal Appearance Standards Policy.

1025.3.2 MOURNING BAND

Uniformed members shall wear a mourning band across the department badge as directed by the Chief of Police.

1025.3.3 SPECIALIZED ASSIGNMENT UNIFORM

The Chief of Police or the authorized designee may authorize certain uniforms to be worn by members in specialized assignments, such as canine handlers, the (SRT), bicycle patrol, motor officers and other specific assignments.

1025.4 CIVILIAN ATTIRE

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

- (a) Civilian attire shall fit properly, be clean and free of stains, and not be damaged or excessively worn.
- (b) Members assigned to administrative, investigative and support positions shall wear business-appropriate clothing that is conservative in style.
- (c) Variations from this policy are allowed at the discretion of the Chief of Police or the authorized designee when the member's assignment or current task is not conducive to wearing such clothing.
- (d) No item of civilian attire may be worn while on-duty that would adversely affect the reputation of the Bozeman Police Department or the morale of the members.
- (e) The following items shall not be worn while on-duty or when representing the Department in any official capacity:
 - 1. T-shirt alone or exposed undergarments
 - 2. Swimsuits, tank tops, tube tops or halter tops
 - 3. Sweatshirts, sweatpants or similar exercise clothing
 - 4. Transparent clothing
 - 5. Blue jeans
 - 6. Shorts

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7. Clothing, buttons or pins displaying racial, sexual, discriminatory, gang-related or obscene language

1025.5 OPTIONAL EQUIPMENT

Any items that are allowed by the Bozeman Police Department but that have been identified as optional shall be purchased entirely at the expense of the member. No part of the purchase cost shall be offset by the department.

Maintenance of optional items shall be the financial responsibility of the purchasing member (e.g., repairs due to normal wear and tear).

Replacement of items listed in this policy as optional shall be managed as follows:

- (a) When the item is no longer functional because of normal wear and tear, the member bears the full cost of replacement.
- (b) When the item is no longer functional because of damage in the course of the member's duties, it shall be replaced at the discretion of the Chief of Police or designee.

1025.6 UNAUTHORIZED UNIFORMS, EQUIPMENT AND ACCESSORIES

Bozeman Police Department members may not wear any uniform item, accessory or attachment unless specifically authorized by the Chief of Police or the authorized designee.

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