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# Uniform Regulations

## 1046.1 PURPOSE AND SCOPE

The uniform policy of the Fontana Police Department is established to ensure uniformed officers will be readily identifiable to the public through the proper use and wearing of department uniforms. Uniformed officers performing patrol duties (duties which have the potential of being hazardous) are required to wear body armor. Employees should also refer to the following associated Policy Manual sections:

Section 700 - Department Owned and Personal Property Section 1024 - Body Armor

Section 1044 - Grooming Standards

This document will describe the authorized duty wear for the various assignments and ranks within the organization. All clothing is to be clean, in good repair, neatly pressed and shall be of the size and fit to give a business-like professional appearance. Any failure to abide by the requirements in this document shall be cause for a supervisor to order immediate remedy and may result in discipline.

## 1046.2 WEARING AND CONDITION OF UNIFORM AND EQUIPMENT

Police employees wear the uniform to be identified as the law enforcement authority in society. The uniform also serves an equally important purpose to identify the wearer as a source of assistance in an emergency, crisis or other time of need.

- (a) Uniform and equipment shall be maintained in a serviceable condition and shall be ready at all times for immediate use. Uniforms shall be neat, clean, and appear professionally pressed.
- (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) The uniform is to be worn in compliance with the specifications set forth in the department's uniform specifications that are maintained separately from this policy.
- (e) All supervisors will perform periodic inspections of their personnel to ensure conformance to these regulations.
- (f) Civilian attire shall not be worn in combination with any distinguishable part of the uniform.
- (g) 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.
- (h) 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 unless driving a department vehicle.
- (i) Mirrored sunglasses will not be worn with any Department uniform

# Fontana Police Department

Fontana PD Policy Manual

## *Uniform Regulations*

---

(j) 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 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

(k) While on active duty, with exception to those officers who are assigned to station duties, officers who are required to wear the specified uniform shall always carry, as full equipment, the following:

1. Approved firearm and ammunition, and the equivalent to two (2) reloads
2. Flashlight
3. Handcuffs
4. Black pen or pencil
5. Valid California driver's license

### 1046.2.1 DEPARTMENT ISSUED IDENTIFICATION

The Department issues each employee an official department identification card bearing the employee's name, identifying information and photo likeness. All employees shall be in possession of their department issued identification card at all times while on duty or when carrying a concealed weapon.

- a. Whenever on duty or acting in an official capacity representing the department, employees shall display their department issued identification in a courteous manner to any person upon request and as soon as practical.
- b. Officers working specialized assignments may be excused from the possession and display requirements when directed by their Division Commander.

### 1046.2.2 DUPLICATION EMBLEMS OR ORNAMENTS PROHIBITED

Employees of the department are prohibited from having any official department emblem or uniform ornament duplicated, without permission of the Chief of Police

### 1046.3 UNIFORM CLASSES

The Class A uniform is to be worn on special occasions such as funerals, graduations, ceremonies or as directed by staff. The Class A uniform is required for all sworn and uniformed (CSO, CPT, ASO, FET) civilian personnel. The Class A uniform includes the standard issue uniform with:

- a. Long sleeve with tie
  1. Shirts shall be navy blue with epaulets and flap pockets (LAPD styling)

# Fontana Police Department

Fontana PD Policy Manual

## Uniform Regulations

---

2. Sworn officers shall wear their department issued metal badge above the pocket on the left chest.

3. When shirt is worn with the dress jacket, the tie and tie bar shall be worn.

4. Ties shall be black with a silver tie bar.

- i. Ties shall be a black snap-on tie of at least 11" in length and 2" to 3" in width.
- ii. Tie bar shall be brushed silver, plain, without ornamentation, and shall be worn parallel to shirt pocket buttons.

b. All shirts shall be worn with department-approved patches on each shoulder.

c. Sergeant and corporal stripes shall be:

1. Located  $\frac{1}{4}$ " below each shoulder patch.
2. Silver chevrons with black background and outside border.

d. Hash marks shall be:

1. One hash mark for each five (5) years of service with any police department as a full-time sworn officer.

- i. Service hash marks may be placed on uniforms six (6) months prior to five (5) year date.

2. Service hash marks shall be worn on all dress jackets. Wearing of hash marks on long sleeve shirts shall be optional and at the discretion of the officer.

3. Dress Jacket - Hash Mark Positioning - Lieutenants and above:

- i. Lieutenants and above shall affix hash mark(s) on left sleeve
- ii.  $\frac{3}{4}$ " above piping, moving away from the piping at a 45 degree angle.

4. Dress Jacket - Hash Mark Positioning - Sergeants and below:

- i. Shall be worn on left sleeve  $\frac{1}{2}$ " above top cuff seam, moving away from the cuff seam at a 45 degree angle.
- ii. Shall be silver and worn on the left sleeve.

e. Nameplates of departmental issue shall be:

1. 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.

2. The nameplate shall be worn just above and centered over right shirt pocket with the lower edge to be touching the top seam.

3.  $\frac{3}{8}$ " wide by 2  $\frac{1}{4}$ " long, brushed silver metal with black lettering.

4. Contain officer's first name initial and full last name, in that order.

# Fontana Police Department

## Fontana PD Policy Manual

### *Uniform Regulations*

---

#### f. Uniform Pants

1. Pants will be the standard LAPD style, navy blue in color.
2. Sap pockets optional.

#### g. Footwear

1. Shoes or boots will be black with a round plain toe.
2. Footwear shall be polished and clean at all times when worn.
3. Boots with pointed toes are not permitted.

#### h. Dress Jacket ("IKE" Jacket Class A)

1. Navy blue, CHP style, with fly front and concealed zipper.
2. Chest pockets, usable, and fastened at outer points by hidden snaps.
3. Buttons to be 5/8" "P" type, silver in color.
4. Five buttons to be located on the front fly and one each on shoulder epaulets.
5. No waist adjustment side straps will be authorized.
6. Patches are to be affixed to each shoulder 1/2" below top seam of sleeve.

#### i. Piping

1. No piping on sleeves below the rank of corporal.
2. Sergeants and corporals will wear 5/8" dark blue piping with silver borders.
3. Lieutenants and above will wear 5/8" solid silver piping.
4. Bottom edge of piping positioned 3" above cuff.

#### j. Dress Cap

1. Each officer will have available a navy blue soft dress cap with a short, black, plastic visor of high polish.
2. Visors on caps of staff members holding the rank of lieutenant and above shall have affixed the appropriate silver colored ornamental bullion (see attached guide).
3. A silver stretch metal band secured with two silver "P" buttons shall be worn above the visor on the cap by sergeants and below.
4. A silver cloth band 1/2" in width secured with 2 silver "P" buttons shall be worn above the visor of the cap for staff members of the rank of lieutenant and above.

# Fontana Police Department

## Fontana PD Policy Manual

### Uniform Regulations

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5. Department issued cap insignia piece shall be worn in front and centered.

6. Hats need not be worn but must be maintained in a serviceable condition for inspections, parades, and other special occasions or by direction of the Chief of Police and/or their designee.

#### k. Rank and Special Assignment Insignia

##### 1. CHIEF OF POLICE

- i. The four stars of the Chief of Police shall be metal and silver, with clutch fasteners.
- ii. Dress jacket: They shall be worn on each shoulder strap, centered and parallel to the stitching.
- iii. Class A shirt: They shall be worn on each collar, parallel and next to the stitching on the outer edge of the collar.

##### 2. CAPTAINS

- i. Class A uniform shall exhibit two plain metal bars, silver in color, of two types:
- ii. Dress jacket- 3/8" wide and 1" long with clutch fasteners. They shall be worn in the center of the cross-stitching of each shoulder strap of the jacket, positioned vertically from front to back.
- iii. Shirts- 1/4" wide and 1" long with clutch fasteners. They shall be worn centered on the collar, parallel and next to the collar stitching on the front or inner edge.

##### 3. LIEUTENANTS

- i. Shall wear one plain flat silver metal bar, of the same type and size as that of the captain.
- ii. The placement of the bar is also the same as that of the captain.

##### 4. SERGEANT AND CORPORAL CLOTH CHEVRONS

- i. Chevrons will be centered 1/4" below the police patch.
- ii. Chevrons shall be silver with black background and outside border.

##### 5. FIELD TRAINING OFFICER CLOTH CHEVRONS

- i. A single chevron will be centered 1/4" below the police patch.
- ii. Chevrons shall be silver with black background and outside border.

#### 1046.3.1 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 same garments and equipment as the Class A uniform with the following

- a. Long or short sleeve shirt may be worn with the collar open without a tie.

# Fontana Police Department

## Fontana PD Policy Manual

### *Uniform Regulations*

---

- b. The short sleeve or long sleeve shirt may be worn for normal duty throughout the year at the officer's discretion.
- c. A white, navy blue or black crew neck t-shirt must be worn with the uniform.
- d. All shirt buttons must remain buttoned except for the last button at the neck
- e. Shoes for the Class B uniform may be as described in the Class A uniform.
- f. All black unpolished shoes may be worn with supervisor approval.

#### CLASS B UNIFORM- WORK JACKET

- a. All black nylon with zippered front, two square pockets on front. Shoulder patches and badge shall be affixed in the same manner as uniform shirts. Sergeants, corporals and FTO's shall wear the appropriate chevrons on both sleeves. A cloth badge may be worn in place of the metal badge.
  
- b. A cloth name tag shall be worn above and centered with the right pocket. The nametag shall consist of the officer's first name initial followed by a period and full last name. The cloth strip upon which the custom embroidered lettering will be sewn, will measure 1¼" high with the width (left to right) being proportionate in length with the number of letters in the name and allowing ½" in front of the first letter and following the last letter. The cloth strip, upon which the letters are sewn, will be of a material compatible with the jacket material and of the same color. The embroidered block (Roman Gothic) letters shall be sewn of silver thread, letters measuring ½" high, ¼" wide. The period following the first name initial shall be a 1/16" silver sewn dot. Jackets may have "POLICE" printed on the back in white block lettering.

#### 1046.3.2 CLASS C UNIFORM

During daylight savings time officers may elect to wear Class C uniform which will be comprised of the following;

- a. Shirt- 5.11 or Under Armour polo shirt black in color
  - 1. Short sleeve
    - i. Cloth badge on left chest
    - ii. Embroidered name tape on right chest with officer's first initial and last name in in ½" block lettering, white in color.
    - iii. Fontana Police Department patches on left and right shoulder
    - iv. Command Staff personnel holding the rank of lieutenant or above may, as an option, embroider their rank insignia on the collar so long as it is similar in style to the standard pin-on rank insignia.
  - 2. Long sleeve

# Fontana Police Department

Fontana PD Policy Manual

## *Uniform Regulations*

---

b.Pants- 5.11 pants will be black in color. Pants shall not be bloused

c.Black work shoes or boots

d.Dress belt

e.Sam Brown leather gear or authorized web gear. Web gear shall be maintained in good condition and not show signs of wear, fraying, folding or fading.

### **1046.4 CLASS D UNIFORM**

Class D uniforms may be worn year round as an alternative duty uniform to the class B and class C uniform. The class D uniform will NOT replace a class B uniform. All officers will possess and maintain a serviceable Class B uniform at all times. The Class D uniform should be worn for patrol operations and not worn for events or appearances in place of when the Class A or B uniform would be more appropriate. There are two options for the outer vest/base layer combo, the Blauer Armor Skin and the Elbeco V2.

- (a) Blauer Vest Model: 8470-1 Armor Skin
  - 1. Poly wool, flat front pocket
  - 2. Navy blue
  - 3. Metal badge on left chest
  - 4. Nameplates worn as described in Lexipol 1046.3(e)
- (b) Elbeco Body Shield V3114B
  - 1. Poly wool, flat front pocket
  - 2. Navy blue
  - 3. Metal badge on left chest
  - 4. Nameplates as described in Lexipol 1046.3(e)
- (c) Blauer base layer under shirt
  - 1. Short sleeve MDL 8472 or long sleeve MDL 8471
  - 2. Navy blue
  - 3. Cloth badge on left chest
  - 4. Fontana Police Department patches on left and right shoulder
- (d) Elbeco UV1 Distinction undershirt
  - 1. Short sleeve SS-UVS152 or long sleeve LS-UVS151
  - 2. Navy blue
  - 3. Cloth badge on left chest
  - 4. Fontana Police Department patches on left and right shoulder

# Fontana Police Department

Fontana PD Policy Manual

## *Uniform Regulations*

---

- (e) Blauer pants-regular police style uniform pants MDL-8560
  - 1. Navy blue
- (f) Elbeco pants- Distinction MDL E454R mens or E9454LC womens
  - 1. Navy blue
- (g) Black work boots or shoes
- (h) Dress belt

Sam brown leather gear or authorized web gear. Web gear shall be maintained in good condition and not show signs of wear, fraying, folding or fading.

\* If wearing Blauer or Elbeco the vest, undershirt and pants must be the same brand.

\*\* Outer vests MUST be sized by professional uniform tailor/salesman for a perfect fit. Outer vests should fit and appear to others as if you are wearing a regular style police uniform.

### **1046.5 SPECIALIZED UNIT UNIFORMS**

The Chief of Police may authorize special uniforms to be worn by officers in specialized units such as Canine Team, SWAT, Bicycle Patrol, Motor Officers and other specialized assignments. (See Uniform and Equipment Specifications attachment)

### **1046.6 FOUL WEATHER GEAR**

The Uniform and Equipment Specifications lists the authorized uniform jacket and rain gear.

### **1046.7 INSIGNIA AND PATCHES**

- a. Badge - The department issued badge, or an authorized sewn on cloth replica, must be worn and visible at all times while in uniform.
- b. Rank Insignia - The designated insignia indicating the employee's rank must be worn at all times while in uniform. The Chief of Police may authorize exceptions.
- c. Pins and Medals- See Uniform and Equipment Specifications attachment

#### **1046.7.1 MOURNING BADGE**

Uniformed employees should 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.



# Fontana Police Department

Fontana PD Policy Manual

## *Uniform Regulations*

---

- (d) National Peace Officers Memorial Day (May 15th) - From 0001 hours until 2359 hours.
- (e) As directed by the Chief of Police.

### **1046.8 CIVILIAN ATTIRE**

See Uniform & Equipment Specifications Manual

### **1046.9 POLITICAL ACTIVITIES, ENDORSEMENTS, AND ADVERTISEMENTS**

Unless specifically authorized by the Chief of Police, Fontana 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 Fontana 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.

### **1046.10 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).

#### **1046.10.1 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 Fontana 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.

# Fontana Police Department

Fontana PD Policy Manual

## *Uniform Regulations*

---

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 Fontana Police Department and will be revoked in the event of misuse or abuse (Penal Code § 538d).

### **1046.11 UNAUTHORIZED UNIFORMS, EQUIPMENT AND ACCESSORIES**

Fontana 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.

Fontana 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.

See attachment: [Uniform Equipt Specs Maunal 03-14-18 FINAL.pdf](#)