



Rogers Fire Department Standard Operating Procedures

Policy Title:	Uniforms and Insignia		
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PURPOSE

To provide systematic and professional regulations regarding uniform types, appearance, and use. The directives contained are intended to ensure the safety of department members as well as to attain and maintain the public confidence which results from a professional appearance. These guidelines are further intended to provide consistency and conformity in this area.

POLICY

Members will wear the uniform which has been approved for the particular activity in which they are engaged. Members of a fire company will all wear the same uniform classification unless otherwise designated by a chief officer.

Members will be provided with regulation uniforms by either purchase by the RFD or through uniform allowance. Badges, collar and lapel insignias, buttons, stripes, patches and nameplates will be utilized and worn as specified in this policy. Uniforms and civilian clothes (where approved) will be neat, cleaned and pressed, shoes shined and accessories and insignias properly worn.

Members participating in outside training or activities may wear civilian clothes or other appropriate uniform upon approval of a Chief Officer. Field Operations Division personnel will maintain, at their duty station, one complete clean Class "A" work uniform and Class "B" dress uniform.

It is required that firefighters utilize the proper uniform for the variety of events that are performed by the fire department.

Class "A" Dress Uniform is appropriate for the following occasions:

- Funerals and other formal occasions where the RFD has a presence or purpose and other events as specified by the Fire Chief

Class "A" Work Uniform is appropriate for the following occasions:

- Candidate hiring and interview processes
- City events and gatherings

Class "B" Dress Uniform is appropriate for the following occasions:

- All Class "B" work events
- Community Education/Station Tours
- Special Event Standby
- Planned dining out while on duty
- Multi-agency events or classes
- Classroom training with an outside instructor.
- Site tours and inspections

Class "B" Work Uniform is appropriate for the following occasions:

- Routine daily activities
- Incident response
- Station maintenance and cleaning duties
- Outdoor activities (Work/Training/SOT) not addressed in Class "B" dress
- Conducting or proctoring CPAT
- Fire Investigations

Physical Fitness Clothing is appropriate for the following occasions:

- While performing physical fitness activities
- Routine fire station duties
- Rogers Aquatic Center assignments
- Personal articles of clothing or exercise equipment are allowed within the confines of the gym during periods of exercise.

Special Operations Team Clothing is appropriate for the following occasions:

- During formal urban search and rescue deployments
- During regular training sessions

Deviations to the described uniform classes may be approved by the Fire Chief or his designee. Deviations are granted based on the circumstances of the request and are temporary in nature. Future deviations would require another request for approval.

Uniform Classifications and Descriptions

Class "A" Dress: Consists of uniform cap, white gloves, white long-sleeve shirt, black trousers, black dress coat, black tie, black shoes, black socks, black belt with metal tongue buckle.

Uniform cap and gloves are optional and shall be utilized as deemed appropriate.

Possession of a Class "A" Dress uniform is optional for fire company personnel.

Class "A" Dress uniform will be provided to staff officers and the ranks of Battalion Chief and above. This uniform will also be provided to members completing specialized training at the National Fire Academy (Managing Officer Program, Executive Fire Officer Program, etc)

Class "B" Dress: collared job shirt and/or long or short sleeve "polo" shirt (navy blue or white, depending on rank and assignment) with midnight blue trousers that are NFPA compliant, black shoes, black or non-visible socks, and black belt with metal tongue or RFD approved belt buckle. An approved baseball cap or stocking cap.

Class "A" Work: medium blue shirt or white shirt, depending on rank, with midnight blue trousers both NFPA compliant (non-EMS style BDU pants), black shoes, black or non-visible socks, and black belt with metal tongue or RFD approved belt buckle. Optionally, a navy blue tie may be worn with long sleeve shirt.

Class "B" Work: blue fire department t-shirt (long or short sleeve) or sweatshirt (standard or hooded) and midnight blue trousers that are NFPA compliant, black shoes, black or non-visible socks and black belt with metal tongue or RFD approved belt buckle. An approved baseball cap or stocking cap.

Physical Fitness Clothing: fire department t-shirt or sweatshirt (standard or hooded), blue shorts or blue sweatpants with RFD logo and running shoes. An approved baseball cap or stocking cap is optional. When utilized for assignments at the Rogers Aquatic Center physical fitness clothing should be non-faded and properly sized to present a professional public appearance.

Special Operations Team Clothing: rescue battle dress uniform (BDU) shirt and pants with black boots, socks, black belt, and full rimmed cloth hat.

Uniform Definitions, Policy, Insignia and Commentary

Fire Department Coat: Dark Navy Blue Blauer or Multi-Season Jacket with side zippers or equivalent. Blauer jackets, when issued, should be worn with Class

“A” Work uniform. Other jackets may be worn with Class “B” Dress or Work uniform.

Fire Department Tie: Dark Navy Blue clip-on, rear Velcro or regular V-end. Bendover or four-in-hand knot. Two (2) inch maximum width.

Fire Department Baseball Cap: Caps will be blue with an approved Rogers Fire Department emblem. Baseball caps shall be personalized with last name on the back of the hat.

Fire Department Boots / On-Duty Shoes: Boots or shoes, black in color. Footwear shall not be distracting. Boots are preferred.

Fire Department T-Shirt (Long and Short Sleeve): Hanes Beefy T-shirt or Hanes Nano-T dark blue at 100% cotton. RFD logo on upper left front. “Rogers Fire” shall be printed on the back in gold color. T-shirts shall be personalized with last name on the right chest. Personalized station designed T-shirts shall be approved by command staff and must conform to the same requirements of department issued T-shirts in regards to style, logo, and name.

Fire Department Sweatshirt: Hanes dark blue at 100% cotton or similar. RFD logo on upper left front. “Rogers Fire” shall be printed on the back in gold color. Sweatshirts shall be personalized with last name on the right chest. Personalized station sweatshirts shall be approved by command staff and must conform to the same requirements of department issued sweatshirts in regards to style, logo, and name. Hooded sweatshirts shall be full-zip variety.

Fire Department Polo Shirt (Long and Short Sleeve): Navy Blue for all personnel other than chief and staff officers, who receive white. Shirts should be embroidered with no back design. Front design should be identical to the T-shirt design and include a rank and last name on the right chest, opposite of the logo. Polo shirts are part of the Class “B” Dress uniform.

Fire Department Job Shirt: heavy duty fabric work shirt with no denim. Shirt should be Navy Blue and be embroidered on the front in the same format as the Polo shirts. Shirt may be worn as Class “B” Dress or Class “B” Work clothing.

Fire Department Button Down Shirt (Long or Short Sleeve): Medium blue or white shirt depending on rank and assignment with Rogers Fire Department patch on left shoulder and an Arkansas Department of Health patch and licensure rocker on the right shoulder. Shirt is to be worn with badge, nameplate, appropriate collar brass and any awards received.

Insignia

Bugle numbers and type for various ranks:

Rank	Quantity	Layout	Finish
Fire Chief	5	Crossed Bugles	Gold
Deputy Fire Chief	4	Crossed Bugles	Gold
Fire Marshal	3	Crossed Bugles	Gold
Battalion Chief	3	Crossed Bugles	Gold
Staff Captain	2	Crossed Bugles	Silver
Captain	2	Parallel Bugles	Silver
Fire Equipment Operator	1	Straight Bugle	Silver
Master Paramedic		Star of Life Bar	Silver
Firefighter		RFD Straight Bar	Silver

Badges:

Fire Chief

Uniform Badge: Blackington B-547, Gold Badge, Black Writing

Line 1: Rogers

Line 2: Red Center Seal, Fire Department Scramble

Line 3: Fire Dept

Collar Brass: 5 crossed bugles, gold, Blackington – A2905

Deputy Fire Chief

Uniform Badge: Blackington B-547, Gold Badge, Black Writing

Line 1: Rogers

Line 2: Red Center Seal, Fire Department Scramble

Line 3: Fire Dept

Collar Brass: 4 crossed bugles, gold, Blackington – A2906

Battalion Chief / Fire Marshal

Uniform Badge: Blackington B-547, Gold Badge, Black Writing

Line 1: Rogers

Line 2: Red Center Seal, Fire Department Scramble

Line 3: Fire Dept

Collar Brass: 3 crossed bugles, gold, Blackington – A2907

Battalion Chief / City Tour Commander

Uniform Badge: Blackington B-547, Gold Badge, Black Writing

Line 1: Rogers

Line 2: Red Center Seal, Fire Department Scramble

Line 3: Fire Dept

Collar Brass: 3 crossed bugles, gold, Blackington – A2907

Captain / Staff Officer

Uniform Badge: Blackington B-547, Silver Badge, Black Writing

Line 1: Rogers
Line 2: Red Center Seal, Fire Department Scramble
Line 3: Fire Dept
Collar Brass: 2 cross bugles, silver, Blackington – A2908

Captain / Company Officer
Uniform Badge: Blackington B-547, Silver Badge, Black Writing
Line 1: Rogers
Line 2: Red Center Seal, Fire Department Scramble
Line 3: Fire Dept
Collar Brass: 2 upright bugles, silver, Blackington – A2909-2

Fire Equipment Operator / Apparatus Operator
Uniform Badge: Blackington B-547, Silver Badge, Black Writing
Line 1: Rogers
Line 2: Red Center Seal, Fire Department Scramble
Line 3: Fire Dept
Collar Brass: 1 bugle upright, silver, Blackington – A2909

Master Paramedic Firefighter
Uniform Badge: Blackington B-547, Silver Badge, Black Writing
Line 1: Rogers
Line 2: Red Center Seal, Fire Department Scramble
Line 3: Fire Dept
Collar Brass: 1 bar upright, silver, with star of life, Blackington

Firefighter
Uniform Badge: Blackington B-547, Silver Badge, Black Writing
Line 1: Rogers
Line 2: Red Center Seal, Fire Department Scramble
Line 3: Fire Dept
Collar Brass: ½" Letter Assembly, silver, Blackington

Name Plates:

Gold 1/2" – For chief officers, to contain name and rank

Silver 1/2" – For all other ranks, to contain name and rank

Commentary and Additional Uniform Requirements

- Badge should be centered above left shirt pocket.
- Badge is only worn with Class A Work and Class A Dress uniforms.
- Shoulder emblem will be centered on left sleeve one (1") inch down from shoulder seam.
- Nameplate centered directly above right shirt pocket.

- Rank insignia centered and balanced on the collar as shown below for various ranks.



- Shirt cuffs will be buttoned at all times.
- Class A Dress coat will have sleeve braid denoting rank on front half of both sleeves, forming a two (2") inch cuff; braid to be spaced ¼" inch.

Fire Chief	five	(5)	½-inch	Gold
Deputy Fire Chief	four	(4)	½-inch	Gold
Fire Marshal	three	(3)	½-inch	Gold
Battalion Chief	three	(3)	½-inch	Gold
Captain	two	(2)	½-inch	Silver
Driver	one	(1)	½-inch	Silver

- Class A Uniform coat buttons will be metal gilt (gold for Chief Officers and silver for all other ranks).
- Class A Uniform coat will receive "Years of Service" Maltese Cross patches sewn on the lower half of the left sleeve near the sleeve braid. One cross will equal five years of service as a paid professional firefighter. Color will be gold for Chief Officers (Battalion Chief and above) and silver for other members.
- Company officers acting as a chief officer will wear a white shirt while serving in that capacity.
- Permanently assigned Battalion Chief Aides shall wear a white shirt while serving in that position.
- The standard uniform for staff chief and company officers will be a Class "A" Work uniform. Deviations allowed as approved by supervising chief officers based on daily activities or as designated by the Fire Chief.
- The standard uniform for Field Operations Division Battalion Chiefs will be Class "A" work or Class "B" dress utilizing discretion based on daily activities. Deviations allowed as approved by the Fire Chief or his designee.
- A standard issue fire department jacket may be worn with all uniforms except the Class "A" Dress uniform. The fire department topcoat will only be worn with the Class "A" Dress uniform.
- Department members wearing white uniform shirts will wear only white upper torso undergarments with the uniform.
- Department members wearing short sleeve shirts will wear short sleeve upper torso undergarments.

- Department award pins or City of Rogers issued pins may be utilized on the right chest pocket area of Class “A” work shirts below the nameplate. These pins should be affixed neatly, centered and balanced.
- Award bars shall be worn on all Class “A” garments on the right side of the chest as described in SOP 188 – Awards and Commendations.
- Class A and B Uniform shirts shall be tucked in at all times, with the exception of sweatshirts and job shirts.
- All buttons shall be utilized, except when NOT wearing a tie the top “collar” button shall be left undone.

Uniforms shall NOT be worn to places of business or establishments that might reflect poorly on the Rogers Fire Department. Examples of these businesses could include: adult entertainment facilities, bars or pubs, clubs, and gambling facilities. This does not apply to on-duty members making emergency calls or conducting official business inside these establishments.

Rogers Fire Department Honor Guard members will retain certain uniform responsibilities and privileges that are approved by the fire chief.

Uniform Detail Information

Class “A” Dress Uniform

Blazer Style Coat

Fabric: Wool Blend

Weave: Tropic Worsted

Color: Black

Six button

No Epaulet

Badge plate, left front

No buttons will be used on the sleeve

Sleeve to have gold or silver sleeve braid as required; braid on front one-half of sleeve

Department patch on left sleeve

Length of Service Maltese Crosses on left sleeve (One for every 5 years of service)

Trousers

Fabric: Approximately 55% polyester / 45% wool

Weave: Tropic Worsted

Color: Black

Plain front

Hook and eye front with zipper

Two Side Pockets

3/8" belt loops
Hemmed bottoms

Cap

Style: New York Bell

Color: White for Chief Officers, Black for Firefighters

Bill Color: Black for all members

Dress Shirt; Long Sleeve

Type: Elbeco with shoulder epaulets and front pockets

Fabric: 65% Polyester / 35% combed cotton

Color: White

Two (2) breast pockets with flaps

Reinforced badge holder above left pocket

Dress collar with sewn-in collar stays

One Button cuff

Belt – Plain with metal tongue or RFD approved buckle, black in color

Tie – Traditional four-in-hand, black in color

Gloves – Traditional white without gripper dots

Shoes

Style: Low quarter leather Oxfords

Color: Black

Finish: Permashine

Class "A" Work Uniform

Trousers

Fabric: NFPA compliant

Color: Midnight blue

- Hemmed bottoms
- Chemical leg crease

Shirts, Short and long sleeve

Fabric: Cotton/Poly Blend

Color: Medium Blue

- Exposed buttons on front
- Button cuff on long sleeve
- Badge reinforcement
- Two (2) breast pockets with mitered flaps

- Pencil pocket on left
- RFD patch on left sleeve and Arkansas EMT Licensure on right sleeve

Class “B” Dress Uniform

Trousers – Same as Class “A” Work, as issued by the RFD. EMS style BDU trousers are acceptable but not provided by the RFD.

Shirt – Collared Logo or Polo Shirt, collared job shirt as issued by the RFD with current logo

Class “B” Work Uniform

Trousers – Same as Class “B” Dress, as issued by the RFD

Shirt – Sweatshirt (Standard or Hooded), T-Shirt with current RFD logo

Special Operations Team Uniform

Trousers – BDU type, navy blue in color, designed for rigorous US&R work

Shirt – BDU type, navy blue in color, designed for rigorous US&R work. RFD patch on left sleeve and American flag on right sleeve. Front chest to have last name and “ROGERS US&R” above the right and left pockets, respectively.

Uniform Ordering

Uniforms shall be ordered using an online submission process. It is the responsibility of the individual firefighters to request uniforms when necessary. Administrative members of the department will collect uniform requests and submit orders monthly to the appropriate vendors.

The ordering of station boots shall be limited to once every two years. Because of personal preference and sizing characteristics, reimbursement up to \$150 will be issued to the member requesting boots. To receive reimbursement the purchase must be preapproved and requires appropriate documentation.