

EAST COUNTY FIRE & RESCUE

Policies, Procedures, and Guidelines

SUBJECT: Uniform Program

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BY: _____

POLICY: Uniform Program Management

A Program Manager will be assigned to manage our Uniform/Clothing Program.

1. The Uniform Program Manager will follow the agency procedure for the distribution of uniform/clothing for all members of the organization.
2. Clothing/uniforms will be issued using the guidelines set forth in the Rules and Regulations of East County Fire & Rescue.
3. Uniform replacements must be authorized by the Program Manager and will be at their discretion.
4. The Program manager will distribute uniform/clothing for Career staff in accordance with District guidelines and SOG 201, Grooming and Uniform Guide,
5. The Uniform Program Manager will obtain written authorization for purchasing the following items for members of East County Fire & Rescue:
 - a. Jacket
 - b. Boots
 - c. Turn-Outs
6. Any items damaged by neglect or misuse shall be replaced at the individual's expense. The Program Manager will receive payment from the member prior to issuing replacement of such item.
7. A tracking system will be used to maintain an accounting of District merchandise. (sample attached)
8. The Program Manager will alert a Chief Officer when a member has earned uniform materials, such as years of service, completion of the Fire Academy, etc.

9. Uniform items are not available for purchase.
10. Non-Uniform items with agency name may be available for purchase.

Termination of Service - All uniform items shall be returned to the District upon termination of service for any reason (e.g. retirement, honorable or dishonorable discharge). Exceptions to this rule may be made at the Chief's discretion on an individual basis.

Destruction of items containing agency Logo

For items that are damaged or no longer in wearable condition, the ECF&R logo will be cut from the garment prior to disposal.