

801.00 UNIFORM AND EQUIPMENT

801.01 Non-Uniform Apparel While on Duty:

Non-uniform apparel may be worn by personnel while on duty as regulated within this policy. in accordance with this policy.

Employees assigned to duties involving frequent contact with the public, such as officers on investigative assignment and employees performing office duties, will report to duty in conservative apparel appropriate to an office setting that is not revealing or offensive.

- Sworn Employees working in investigations, excluding the gang unit and drug task force, will wear business semi-professional dress or the Class “C” uniform, with the shirt tucked in.
 - Business Semi-Professional is defined as:
 - Males:
 - Shirts: collared button-up dress shirts, polo shirts, or sweaters.
 - Pants: chinos, khakis, or dress pants. Shoes: loafers, oxfords, or similar dress shoes. Tennis shoes are not permitted.
 - Females:
 - Shirts: collared button-up dress shirts or blouses, polo shirts, sweaters.
 - Pants: chinos, khakis, or dress pants (ankle length)
 - Shoes: loafers, flats, low to mid heels. No open-toe shoes, sandals or flip flops.
 - Blue jean pants are not authorized.
 - Hooded sweatshirts are not permitted.
 - All clothing should be clean and in good condition and not overly revealing.
- Employees in a training assignment shall dress in a manner consistent with the nature of the training assignment. When training is conducted in a classroom, employees will dress as if in a casual business environment or the Class “C” uniform.
- Non-sworn (non-uniform) Employees assigned to duties involving infrequent contact with the public will report to duty in conservative apparel appropriate to an office setting, defined as business casual.

GREELEY POLICE DEPARTMENT

- Business Casual definition: A code of dress that blends traditional business wear with more relaxed style that is still professional and appropriate for an office environment.
- Slacks that are similar to Dockers and other makers of cotton or synthetic material pants, wool pants, dressy capris, and nice dress pants are acceptable. jeans are not considered business casual, but can be worn in accordance with City of Greeley Handbook, once a week (Article C, Section H). They must be free of tears, fading, fraying, or holes.
- Sweatpants, exercise pants, yoga pants, shorts, overalls, pajama wear, any spandex or other form fitting pants are not permitted.
- Crop tops, uncovered spaghetti strap tops, and overly revealing tops, are not defined as business casual and, therefore, will not be worn while working.
- Leggings can be worn, as long as the shirt or blouse covers the buttocks.
- Shoes:
 - Conservative athletic or walking shoes, loafers, clogs, boots, flats, dress heels, and leather deck type shoes are acceptable along with open toe dress shoes.
 - Slippers are not permitted.
- Certain non-sworn employees, such as evidence personnel or technicians and administrative employee(s) in charge of equipment, may wear clothing appropriate to the nature of their work, to include blue jeans in good condition, free of tears, fading, fraying or holes.
- Non-sworn employees have the option to wear an approved polo shirt with the Greeley Police or City of Greeley branding on it, section name, with first name initial and last name on it. These approved polos can be short or long sleeved.
- Non-sworn administrative, employees can wear casual dresses and skirts.
 - Splits must be just above the knee and dress/skirt length should be a length in which you can sit comfortably in public.
 - Skirts or dresses cannot go higher than three inches above the knee.
 - Mini-skirts, skorts, sun dresses, beach dress, and spaghetti strap dresses are not permitted.
- Hats and Head Covering
 - Hats are not appropriate in the officeHead covers that are required for religious purposes or to honor cultural traditions are permitted.
- All employees' clothing will be kept neat, clean, well-pressed, and in good repair at all times.

GREELEY POLICE DEPARTMENT

- It is incumbent on department supervisors to enforce the business/business casual dress code.
 - If clothing fails to meet these standards, as determined by the employee's supervisor, the employee will be asked not to wear the inappropriate item to work again.
 - If the problem persists, the employee will be sent home to change clothes and will receive a verbal warning for the first offense. Progressive discipline action will be applied should dress code violations continue.

801.02 Uniform Items for Sworn Personnel:

Class "A" Uniforms: Formal Occasions

Department uniforms are required for all sworn officers and civilians who wear uniforms. These uniforms consist of long-sleeved shirts, Class "A" uniform pants, ties, and black patent leather dress shoes. The uniforms should include authorized accessories such as the approved eight-point police hat, duty weapon, magazine pouch and handcuff case.

- Uniform Hats:
 - Only hats authorized by the Department will be worn.
 - The wearing of the uniform hat will be optional except during the following circumstances: funerals, formal ceremonies, parades, special events, or during events, which in the officer's judgment, decorum requires the wearing of the hat.
- Ties:
 - Only ties authorized by the Department will be worn with the uniform. The tie is worn full-length.
 - Ties are optional with the long-sleeved shirt.

Class "B" Uniforms: Normal working uniform

The uniform consists of authorized shirts, open collars, authorized uniform pants, and other approved accessories.

- External Vest Carriers:
 - Only specifically approved external vest carrier brands will be purchased.
 - Employees who purchase an approved external vest carrier will obtain embroidering from a specific authorized vendor. The officer's first initial and last name will be embroidered in gold lettering onto a Velcro patch or directly onto the external vest carrier.

GREELEY POLICE DEPARTMENT

- Employees will attach their issued department badge to the vest carrier or the officer can obtain embroidering from a specific authorized vendor. The department badge will be done in liquid embroidery or traditional embroidery and the embroidery shall be gold in color.
- Sworn personnel can add an embroidered “Police” panel across the back with white lettering. ACOs and CSOs can add an “ACO” or “CSO” panel across the back.
- No additional markings are authorized on the external vest carrier.
- Guidelines for baseball style hats:
 - Baseball hats are authorized to wear as part of the daily class B uniform.
 - Baseball hats will not be worn during briefings, semi-formal, formal police-sponsored events, or in government buildings.



Class “C” Uniforms: Soft Uniform

The uniform consists of authorized polo shirts, authorized uniform pants, and other approved accessories.

- Dark Navy Blue Polo shirt tucked into any of the authorized tan uniform pants.
 - Only specifically approved brand-name Polo shirts will be purchased.
 - Employees who purchase approved polo shirts will obtain embroidering from a specific authorized vendor.
 - The department badge will be done in liquid embroidery or traditional embroidery. If an officer selects traditional embroidery on the class C polo shirt, the embroidery shall be gold in color.
 - The officer’s first initial and last name will be done in traditional embroidery, in gold lettering.
 - Officers assigned to the Investigations Section can have “Investigations,” “Persons Crimes,” or “Property Crimes” embroidered beneath the badge in gold lettering.
 - Specialized units will conform to uniform standards established by division commanders.

Class “D” Uniforms: Uniforms worn by officers in certain work units

Officers in units such as gangs, traffic, special-enforcement team (SET), and bicycle officers may wear uniforms as approved by the Chief of Police.

GREELEY POLICE DEPARTMENT

- The gang unit and SET are authorized to wear authorized black polo shirts, and gray uniform pants.
 - The officer's first initial and last name will be embroidered in silver lettering.
 - A silver department badge will be embroidered on the shirt.
 - Officers can have "Gang Unit" or "SET" embroidered beneath the badge in gold lettering.
 - The use of silver embroidery also applies to the required markings on external vest carriers for the gang unit and SET.
 - The gang unit can add a "Gang Unit" panel across the back as approved by the Investigations Commander.

Recruit Officers assigned to the Greeley Police Department in-house academy will wear Dark Navy Blue Polo shirts and Khaki Trousers of any manufacturer.

Additional Uniform Information

- Undershirts:
 - Undershirts are not issued by the Department.
 - Undershirts worn with the open-collared uniform shirt must be dark navy blue or black if exposed.
 - Long-sleeved undershirts may not be worn under a short-sleeved uniform shirt.

- Turtleneck/Mock Turtleneck Shirts:
 - Turtleneck and mock turtleneck shirts are not issued by the department.
 - The turtleneck/mock turtleneck may be purchased by officers and worn with or without an embroidered G.P.D.
 - Officers may have the turtleneck/mock turtleneck embroidered with G.P.D. in 3/8 inch blocked letters on the left side of the neck.

- Socks:
 - Socks are not issued by the Department.
 - Socks worn with the uniform and low-cut shoes will be black or navy blue in color and will extend to at least the bottom of the calf.

- Shoes:
 - Shoes are not issued by the Department.
 - Shoes worn with the uniform must be black smooth-grained leather or similar black synthetic material having an acceptable likeness to leather or

GREELEY POLICE DEPARTMENT

black leather and other synthetic materials which can take a high gloss shine.

- Shoes worn by officers assigned to bicycle patrol will be a cross-trainer style, black in color only.
- Boots:
 - Uniformed personnel may wear black boots of smooth-grained leather.
- Jackets:
 - Only jackets authorized by the Department are to be worn.
 - See the annual uniform bid sheet for authorized jackets.
 - Accessory items worn on the winter jackets are described in the Appendix of this order.
 - Any jackets other than the authorized uniform jacket are special-use items.
- Leather Goods:
 - Officers may wear leather goods issued by the Department or specified as optional items. The department will not issue or supply optional items, which must be approved by the Chief of Police or his designee. See the annual uniform bid sheet for approved items.
 - Knives and similar items will not be worn attached to the equipment support belt. (Except as noted in General Order 803.00)
- Uniform Accessories: The following accessory items will be worn on the uniform and are illustrated in the Appendix of this order.
 - Badges: Only badges issued by the Department will be worn by uniformed personnel.
 - Insignia of Rank:
 - Sergeants will wear cloth chevrons on each sleeve denoting their rank
 - Commanders and above will wear gold-colored insignias denoting the correct rank on the uniform shirt collar.
 - Rank insignia are:
 - Commander: one star
 - Deputy Chief: two stars
 - Chief of Police: three stars
 - Sleeve Patches: only patches approved by the Chief of Police will be worn with the uniform.
 - Uniform Jacket Accessories:

GREELEY POLICE DEPARTMENT

- All sworn department members will wear the subdued gray GPD shoulder patch on both shoulders and matching cloth badge on the left breast.
- Sergeants will wear cloth chevrons on each sleeve denoting their rank.
- Commanders and above will wear the correct rank insignia on each shoulder.
- Uniform Shirt Accessories:
 - Nameplates issued by the Police Department will be worn by all uniformed personnel. The nameplate is worn as described in the appendix.
 - Specialized training pins may be worn centered below the badge on the left breast pocket flap, i.e., FTO, E.O.D., S.W.A.T. See the appendix for the proper placement of specialized emblems, awards and the American flag. The pins may be worn on the external vest carrier. Additionally, patches identifying the specialized training are also authorized as long as the embroidery is done in gold letters.
 - Bicycle officers wearing the Cool Max cycling shirts will display a cloth badge on the left breast pocket of the shirt.
- Uniform Shirt Accessories – Optional:
 - The wearing of departmental awards and decorations is optional. Awards will only be worn with the Class A uniform. Awards will be worn as described in the appendix of this order.
 - The long-service award pin may be worn on the right breast of the uniform shirt as described in the appendix of this order. The whistle lanyard may be worn on the opposite side of the gun.
- Side Arms and Ammunition:
 - Uniformed Officers: Side arms carried on duty will be the issued pistol for uniformed assignments unless the officer has received authorization to carry a personally owned weapon.
 - Non-uniformed Officers: Side arms carried on duty will be the issued pistol unless the officer has received authorization to carry a personally owned weapon.
 - The Chief of Police may authorize other weapons as indicated in General Order 521.00.
- Special-Use Items:
 - Items issued by the Department to officers in specialized police positions are designated special-use items.
 - Specifications for these items will be defined by the Department.

GREELEY POLICE DEPARTMENT

- Upon recommendation of the appropriate Deputy Chief, final approval of these items will be made by the Chief of Police or his designee.
- Dress Uniforms:
 - All sworn and civilian officers' dress uniform will consist of the long-sleeve uniform shirt, tie, hat, and black patent leather dress shoes.
- Inclement Weather Items: Uniformed personnel will wear only inclement weather items authorized by the Department. This includes issued coats, hats and rain gear. Officers may also wear personally owned black or navy-blue stocking hats. Any emblem on the hat must be subdued in the same color as the hat, except hats with the word "Police" on them.
- Soft-body Armor: All uniformed patrol officers and supervisors who respond to initial calls for service are required to wear soft-body armor which is issued by the Support Services Division to every officer, community service officer and animal control officer.
- Sworn personnel, community service officers, and animal control officers are authorized to wear their soft body armor in an external carrier as long as it is of a make and design approved by the Chief of Police or his designee. See the annual uniform bid sheet for authorized external carriers.
- Police personnel in a plainclothes assignment who have previous knowledge of a potentially dangerous situation or arrest situation will be required to wear soft body armor during and until the conclusion of the situation.
- Honor Guard Uniform: In the event an honor guard is activated, all members will wear only uniform and accessory items approved by the Chief of Police.
- Sweaters:
 - Only uniform sweaters authorized by the Department will be worn.
 - The wearing of the uniform sweater shall be optional.
 - A cloth breast badge shall be sewn onto the sweater to identify the officer when the jacket has been removed.

801.03 Uniform Descriptions:

- Uniform Shirts (same for all ranks): Only uniform shirts approved by the Chief of Police will be authorized. See Uniform bid sheet.
- Uniform Jackets: Only uniform jackets approved by the Chief of Police will be authorized. See Uniform bid sheet

GREELEY POLICE DEPARTMENT

- Uniform Trousers: Only uniform trousers approved by the Chief of Police will be authorized. See Uniform bid sheet
- Uniform Hats: Only uniform hats approved by the Chief of Police will be authorized. See Uniform bid sheet
- Uniform Ties (same for all ranks): Only uniform ties approved by the Chief of Police will be authorized. See Uniform bid sheet
- Uniform Footwear:
 - Standard footwear: as currently authorized.
 - Optional winter footwear: black rubber overshoes with zip front gusset and wool felt lining.
- Uniform Gloves (same for all ranks):
 - Standard glove – black leather glove with or without lining, no metal trim or insets.
 - Bicycle glove, no brand specified, black in color.
- Uniform Sweater (same for all ranks): Only uniform sweaters approved by the Chief of Police will be authorized. See Uniform bid sheet.
- Helmets: Only helmets approved by the Chief of Police will be authorized.
- Flashlights: Officers when on duty will deploy with a primary flashlight independent of a weapon-mounted flashlight.
- Bicycle Eye Protection will be goggles or eyeglasses, no brand specified, clear, amber, grey, or green lenses (no mirrored fronts).

801.04 Uniform Descriptions – Community Service Officer, Animal Control Officer:

- Uniform Shirts: Only uniform shirts approved by the Chief of Police will be authorized. See Uniform bid sheet.
- Uniform Jackets: Only uniform jackets approved by the Chief of Police will be authorized. See Uniform bid sheet.
- Uniform Trousers: Only uniform trousers approved by the Chief of Police will be authorized. See Uniform bid sheet.
- Uniform Ties: Only uniform ties approved by the Chief of Police will be authorized. See Uniform bid sheet.

GREELEY POLICE DEPARTMENT

- Uniform Footwear:
 - Standard footwear as currently authorized.
- Patches:
 - Community Service Officers and Animal Control Officers will wear yellow GPD patches on uniform shirts and jackets, and rockers below the department patch indicating the proper unit they are assigned to.

801.05 Uniform regulations: The following regulations pertain to the wearing of the uniform and will be adhered to by all uniformed employees:



- All uniformed officers will wear only uniforms that have been approved by the Chief of Police. Officers may use their own discretion, determining which type of shirt to wear throughout the year. The exception to this rule is if the department specifies a dress uniform.
- All personnel assigned to wear the uniform will report for roll call or detail at the designated time in complete uniform as prescribed in the provisions of this order.
- Uniforms will be kept neat, clean, well pressed, and in good repair at all times. No frayed clothing, clothing with worn spots sufficient to produce a contrast in color, or clothing with noticeable mending or patching shall be worn. Leather goods will present a clean and well-polished appearance. While wearing the uniform, employees shall maintain a military bearing. Sleeves are not to be rolled up at any time.
- The uniform will not be worn off duty except when:
 - Traveling to and from work.
 - Appearing in court.
 - Engaging in outside employment in an approved official capacity; and
 - Acting in a training assignment.
- An incomplete uniform will not be worn at any time. No item of the uniform will be worn at any time except as a part of a complete uniform. Officers traveling to and from work are excluded.
- No substitutes for standard uniform items will be allowed unless specifically provided for in this directive. All proposed additions or deletions to the uniform will be approved by the Chief of Police.
- Uniform specifications are located in the Uniform Manual.
- Animal Control and Community Service Officers will wear only uniform items authorized by the Chief of Police or his designee.

GREELEY POLICE DEPARTMENT

- High visibility reflective safety vests will be worn over the uniform by any employee involved in directing or controlling traffic, or while investigating or assisting on a traffic accident. School Crossing Guards will be required to wear the safety reflective vest issued by the department at all times they are on duty.

801.06 PROVISION OF UNIFORM, CLOTHING AND EQUIPMENT BY THE DEPARTMENT

- Members of the Department represented by the collective bargaining unit will be provided uniforms, clothing and equipment as provided in the “Collective Bargaining Agreement Between the Greeley Police Association and the City of Greeley, Colorado.
- Sworn departmental members not represented by the Collective Bargaining Unit will be provided complete uniforms and personal equipment including leather goods and personal sidearm. Footwear will not be provided. Sworn departmental members not represented by the collective bargaining unit who are serving in the Investigations Section will be provided with a clothing allowance, and additional plainclothes leather belt, holster, ammunition carrier and suitable concealable sidearm. Sworn officers not represented by the Collective Bargaining Agreement (CBA) will receive a yearly uniform allowance equivalent to the CBA or replacement of issued uniforms as needed.
- Animal Control Officers and Community Service Officers will be provided with complete uniforms and accessories excluding footwear.
- All Sworn and Non-Sworn Members of the Department who leave employment through either resignation or termination, are required to return all Issued equipment and uniform apparel to the Department. Authorization to retain any equipment and uniform apparel can be made by the employee’s Deputy Chief.

General Order 801.00	<u>UNIFORM AND EQUIPMENT</u>	Reviewed: 09/24
Authorized by Adam Turk, Chief of Police		
Effective Date: September <u>9</u>, 2024		
		09/09/2024
	Signature	Date: _____

APPENDIX

GENERAL ORDER 801.00

- Uniform accessories on shirts
 - The nameplate is worn centered, parallel with and touching the top seam of the right pocket when no awards are worn.
 - When awards are worn with the Class A uniform, they are to be worn on a ribbon bar holder that corresponds with the number of awards received, centered, one fourth inch above the nameplate, and parallel with the top seam of the right pocket. No more than three ribbon bars will be worn in any given row.
 - Ribbon bars will be arranged in the order of the highest honor as follows:
 - Medal of Honor
 - Police Cross
 - Medal of Valor
 - Meritorious Conduct
 - Police Shield
 - Commendation Award
 - Lifesaving Award
 - Certificate of Merit
 - Civic Achievement
 - Safe Driving
 - Duty Award
 - Marksmanship Award
 - The ribbon bar representing the highest award will be positioned to the wearer's right with subsequent ribbon bars in order of precedence from right to left. The highest-ranking award should always be in the top right corner relative to the wearer.
 - Ribbon devices will be worn to signify multiple awards.
 - The second, third, fourth, and fifth reception of any department award consisting of a ribbon bar (except for the Safe Driving Award, Duty Award, and Marksmanship Award) will be represented by a three-sixteenth inch bronze star. A single star will be given for each reception. Multiple stars will be position centered on the ribbon award.
 - Representation of the sixth reception will be represented by a three-sixteenth inch silver star.
 - Sixth through tenth reception – silver star and bronze stars respectively
 - Eleventh reception – gold star

GREELEY POLICE DEPARTMENT

- Number devices in increments of 5 will be used to denote multiple awards for the Safe Driving Award, Duty Award, and Marksmanship Award.
- Specialized assignment pins (SWAT, FTO, EOD, etc.) will be worn on the left pocket flap, centered below the badge and centered on the pocket flap. Special assignment pins and patches worn on an external vest carrier will be centered below the badge.
- The approved American Flag pin, and pins indicating graduation from a specialty school may be worn centered above the nameplate. If awards are being worn with the Class A uniform, the pin will be worn on the left pocket flap, centered below the badge and centered on the pocket flap.
- Sworn Uniform
 - Jacket
 - Rank insignia will be worn on the shoulders.
 - GPD shoulder patch will be worn on both sleeves.
 - Chevron Stripe (when applicable) will be worn centered on the sleeve and below the shoulder patch.
 - Cloth badge or metal badge will be worn on the left front of the jacket.
- CSO/ACO
 - Jacket
 - GPD patch is worn on the shoulders.
 - CSO/ACO/ rocker is placed ½” below the GPD patch.
 - Shirt
 - GPD patch is worn on both shoulders.
 - Hash marks are approved for the Class A uniform and Class B uniforms. They are to be silver in color, one inch in size, one hash mark for five years of service, and if worn will be worn on the left sleeve. At the officer’s request, the Department will issue the approved hash mark for uniform wear. One set will be issued for the Class A uniform. Additional sets are at the officer’s expense, however, must be of the manufacturer specified.
 - CSO/ACO rocker is placed ½” below the GPD patch.

GREELEY POLICE DEPARTMENT

The nameplate is worn centered and parallel with the seam of the right pocket when no awards are worn. The nameplate should touch the shirt pocket seam.