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CSU FULLERTON POLICE DEPARTMENT
GENERAL ORDER NUMBER 2-9 [CALEA 26.1.1, 41.3.4]

UNIFORMS AND PERSONAL APPEARANCE

SUBJECT: Uniforms and Personal Appearance

PURPOSE: To establish standards and specifications for University Police employee's uniforms, equipment and appearance.

POLICY: It is the policy of California State University that Police Officers assigned to each campus shall adhere to strict standards of uniform and appearance. Appearance includes personal hygiene and good grooming, neatness of dress and equipment, as well as uniformity in the manner of wearing the uniform and equipment. A well-groomed, neat appearing officer is symbolic of the dignity and authority of the Department, inspiring confidence and pride in both the Department and the employee.

PROCEDURES

I. The following uniform regulations and standards shall apply to all CSU Police Officers. [CALEA 22.2.5]

A. Uniform and Equipment Availability: All CSU Police officers are to have ready access to a clean, serviceable (to include a replacement) uniform complete with all the equipment necessary to perform assigned duties at all times.

B. Officers shall be responsible for their own personal appearance and supervisors shall strictly enforce this policy to ensure compliance.

C. Uniforms shall be clean and pressed at all times. Uniform items showing excessive wear and/or in need of repair is not acceptable attire.

D. Tailoring of uniforms to provide a proper fit is allowed only if the alterations do not significantly alter the general appearance of the uniform.

E. Personnel may be inspected before their tour of duty at the discretion of the shift supervisor or other superior to ensure that uniforms and appearance meet the standards of this order.

II. Uniform Wear (Off Duty) [CALEA 22.2.5]

A. Police Department personnel shall not wear the approved uniform or any recognizable portion thereof in any off duty capacity.

B. Personnel who choose to wear the uniform while traveling to and from work shall conceal all recognizable parts of the uniform with a jacket or some alternative outer garment, unless they are driving a Department vehicle.

III. Repair of Damaged Uniforms [CALEA 22.2.5]

A. When the uniform or personal equipment is damaged in the performance of official duties, it may be possible for the Department to secure reimbursement from citizen(s) causing the damage. Such information shall be included in case reports and forwarded for appropriate action.

B. When a uniform or equipment is damaged by a citizen incident to an arrest, the damage shall be included in the arrest report. The Officer should bring this to the attention of the Deputy District Attorney handling the case so that an effort may be made to have the court order the citizen to make reimbursement.

C. When damage occurs as a result of the employee's own negligence or from normal wear and tear, the responsibility for replacement rests with the employee.

D. Employees may request the Department replace damaged uniforms by memorandum to the Chief of Police. The employee should set forth the justification, which will rebut any possible evidence of negligence. All such requests should be accompanied by any reports or other information relative to the incident.

IV. Officers Assigned Plain Clothes [CALEA 22.2.5]

A. Officers working in plain clothes may dress in business casual clothing, except where professional businesslike attire is expected and appropriate.

B. Professional business-like attire shall include men's suits or sport coats, dress shirts, ties; or women's business suits, pantsuits, dresses, skirts and blouses or other appropriate and acceptable attire, suitable for the assignment, taking into consideration weather and other factors. Dress shoes with appropriate socks or stockings shall be worn.

C. Shorts, jogging or workout clothes, sweat pants, sweatshirts, sandals, thongs and other athletic, casual or beachwear are prohibited.

D. The emphasis is on projecting a professional appearance, which enhances the overall image of the Department. Exceptions to the above regulations shall be allowed for personnel working undercover or on special assignments when the exception has been approved by the Chief of Police.

V. Personal Appearance Standards: All uniformed Police Officers acting in an on-duty capacity shall ensure that his/her personal appearance conforms with the following standards [CALEA 22.2.5]:

A. Female Employees (Hair & Makeup)

1. Hair shall be clean, neat and well-groomed.
2. Any on-duty female personnel that may need to respond to the field (Patrol, Investigations, Community Service) in either a primary or support capacity shall arrange their hair such that no portion extends below the bottom edge of the uniform shirt collar, interferes with their ability to properly wear a protective helmet, or restricts their vision in any way prior to the start of their shift.
3. Ornamentation shall not be worn in the hair except, which is necessary to secure a hairstyle.
4. Pins, clips, or rubber bands shall be of a natural color and shall blend with the hair.
5. Hair color shall be natural in appearance. Extreme color variations or shades not common to natural human hair shall not be allowed.

B. Male Employees (Hair, Mustaches, Sideburns, Beards):

1. Hair shall be clean, neat and well groomed.
2. Any male personnel that may need to respond to the field (Patrol, Investigations, Community Service) in either a primary or support capacity shall keep their hair moderately tapered and well-trimmed such that no portion extends below the top portion of the uniform shirt collar while sitting or standing in an erect position prior to the start of their shift.
3. The sides of the hair shall be trimmed so that not more than the top 1/2 inch of the ear is covered.
4. Bulk of hair shall not exceed 1 1/2 inches (bulk is defined as the distance that the mass of the hair protrudes from the scalp when groomed, as opposed to the length of the hair).
5. Sideburns shall not extend below the bottom of the ear and shall be trimmed and neat.
6. While varying hair styles are permitted, provided these styles meet the above standards, corn-row, multiple braids, spikes, Mohawks, or any other faddish hair styles shall not be worn while in uniform or on duty, unless authorized by the Chief. Hair color shall only be natural in appearance. Extreme color variations or shades not common to natural human hair shall not be allowed.
7. A short and neatly trimmed mustache may be worn. Mustaches shall not extend below the corners of the mouth or beyond the natural hairline of the upper lip. Mustaches shall not connect with sideburns
8. Sworn and non-sworn personnel are permitted to wear beards that are maintained in a professional manner. Beards should be neat, trimmed, and maintained at a length that does not exceed one-half inch. Beards should not interfere with the wearing of the uniform, headgear or other safety equipment. Beards shall not extend in length beyond the normal contours of the face, and shall not be permitted below the Adam's apple or on the neck. An employee's beard is subject to a determination by the Chief of Police or his/her designee as to whether it is in compliance with this policy. Permission to wear beards may be withdrawn by the Chief of Police at any time. Sworn personnel working in undercover assignments, or specialized assignments requiring facial hair not otherwise

authorized by this policy, shall be exempt from these restrictions at the discretion of the Chief of Police or his/her designee.

C. All Employees (Wigs/Hair Pieces, Jewelry, Fingernails, Tattoos):

1. Wigs or hairpieces may be worn while in uniform or while on duty for cosmetic reasons to cover natural baldness or physical disfiguration.
2. When a wig or hairpiece is worn, it shall be of good quality and fit, present a natural looking appearance and not interfere with the proper wearing of headgear.
3. Wigs or hairpieces shall not present a safety hazard and shall conform to the grooming standards set forth in these regulations.
4. Uniformed Police Officers shall not wear bracelets, conspicuous rings, or any large jewelry item that either compromises the officer's safety or detracts from the appearance of the uniform. The number of rings worn at any time shall be limited to one per hand; wedding sets shall be considered as one ring.
5. The wearing of earrings by uniformed Police Officers is discouraged due to the danger presented to the safety and protection of the Police Officer. Earrings that hang below earlobes are prohibited. If multiple piercings exist, only one ornament per ear is acceptable.
6. Visible body piercings when on duty shall be void of ornamentation.
7. Jewelry items of exceptional value ($50 or more) are the responsibility of the individual officer/owner and the CSU assumes no liability for such items if lost, stolen or damaged in the line of duty.
8. Personal jewelry items and/or personal ornaments shall not be affixed to the uniform or related equipment.
9. The fingernails of all Police Officers shall be clean and well-trimmed at all times.
10. Nails shall not be of such length as to interface with the performance of any required duties.
11. Fingernail polish worn by Police officers shall be neutral in color and limited to shades that are complementary to the uniform. Multi-colored designs and/or nail charms are not permitted.
12. While on duty or representing the Department in any official capacity, tattoos on arms may be visible regardless of weather. Any tattoo, brand, or mutilation on the head, neck, scalp, face, or hand must be covered by way of a uniform, business attire, or neutral colored skin patch while on duty. Tattoos, brands, or mutilations that are “inappropriate,” as determined by the sole discretion of the Chief of Police, must also be covered at all times. “Inappropriate,” may include, but is not limited to marks that exhibit or advocate discrimination against gender, race, religion, ethnicity, or national origin; gang, supremacist, or extremist group affiliation; drug use; or sexually explicit acts, or other obscene material.

VI. CSU Police Uniform Specifications and Standards: All uniforms shall be navy blue in color, and labeled as CSU Police Department approved. The authorized uniform to be

worn and equipment to be carried by all on-duty uniformed officers shall be consistent with the following standards and as prescribed by the Chief of Police. [CALEA 22.2.5]

A. Class A Uniform

1. The Class A Uniform is applicable to all uniform personnel. It shall be worn when directed by the Chief of Police or Command Staff. The Class A Uniform may be worn at the officer's discretion in the following circumstances:
   a. Court appearances.
   b. Public events.
   c. Interagency or intergovernmental meetings, conferences or gatherings of an official nature.
   d. Funerals for law enforcement officers and firefighters.
   e. In lieu of civilian attire when assigned to staff positions.
   f. Field duty.

2. The Class A uniform consists of the following items of apparel and equipment.
   a. Long sleeve shirt with appropriate insignia. Material shall meet the following minimum standards:
      1) 100% wool – Flying-Cross style
      2) 100% polyester
      3) Tropical Dacron/Polyester
      4) Buttons shall be black.
      5) Creases may be pressed or sewn in shirts.
      6) Service Hash Marks- one for each five years of service to be appropriately displayed on the sleeve of the shirt.
   b. Uniform tie. One-hundred percent wool, black in color, pre-tied, clip on, 13” or 16” length as appropriate.
   c. Tie Bar:
      1) Plain or brush metal finish, gold in color, 2” x 5/16”
      2) An approved tie tac may be worn instead of a tie bar. Examples of approved tie tacs are:
         a) California State Seal
         b) Academy Pin
         c) Police Fraternal Organization Pin.
   d. Uniform trousers. Material Specifications:
      1) 100% worsted wool; serge weave, Raeford or
      2) Polyester – Horace small style #1329
      3) Creases shall not be sewn.
   e. Leather gun belt with appropriate equipment.
   f. Uniform shoes (black leather or equivalent) polished boots, if shined. Socks worn with low cut style shoes shall be black in color.
   g. Dress hat, L.A.P.D. style, with appropriate insignia. (optional)
   h. Dress jacket with appropriate insignia. (optional)

B. Class B Uniform

1. The Class B Uniform is applicable to all uniformed officers. It may be worn for all duty assignments unless otherwise directed.

2. The Class B Uniform consists of the following items of apparel and equipment: Duty jacket with appropriate insignia (optional according to weather and/or air temperature).
   a. Long sleeve or short sleeve uniform shirt with appropriate insignia and white, navy blue or black crew neck T-shirt.
   b. Uniform trousers. Material Specifications refer to Class A uniform trousers.
   c. Approved footwear.
   d. Gun belt, leather or nylon, with appropriate equipment.
   e. Baseball cap; subject to discretion of the Chief of Police. Dark navy blue in color with gold embroidered POLICE located on center front.

C. Bicycle Patrol Uniform

1. Helmets: Helmets must comply with U.S. CPSC safety standard and be approved by the bicycle coordinator.

2. Glasses: Officers must wear protective eyewear while riding bicycle on duty. Only clear glasses are approved during the hours of darkness. The eyewear must be safety glass material. Yellow tinted glasses are not recommended for bicycle patrol due to color distortion.

3. Shirts: Department and/or Bike Instructor approved LAPD blue “Polo” shirt with the standard embroidered Fullerton badge, “CSU Fullerton Police” and officer’s name embroidered on the front of the shirt. The “Polo” shirt will have the word “POLICE” screen printed on the back.

4. Pants/Shorts: Department and/or Bike Instructor approved LAPD blue bike pants with or without zip off pant legs or navy blue bike shorts are required for bike patrol.

5. Socks: Solid black calf length socks are required for bicycle patrol.

6. Shoes: Department and/or Bike Instructor approved black “cross trainer” tennis shoes or solid black bicycle type shoes shall be worn for police bicycle patrol.

7. Gloves: Solid black or black with gray palm gloves are recommended for bike patrol.

8. Duty Gear: Gun belt with appropriate equipment shall be worn for bicycle patrol.

D. Dress Hat

1. Dress hat may be worn with both the Class A and Class B uniforms.

2. Hats may be worn at police funerals and other functions, as directed by the Chief of Police.

3. Dress hats will be round, wool LAPD style.

4. The strap color and material shall be as follows:
   a. Officer – black with silver "P" buttons
   b. Sergeant – silver metal mesh (Waterbury Company No 104) with silver "P" buttons.
   c. Lieutenant and above – gold metal mesh, with gold "P" buttons.

5. If an Officer purchases a dress hat, a hat badge will be provided by the Department. Upon an Officer's separation from the Department, the hat badge will be returned.

E. Dress Jacket

1. Eisenhower "Ike' style, waist length with zipper front.

2. Jacket construction and color shall meet standards specified by the Los Angeles Police Department.

3. Sleeve piping shall be according to rank:
   a Officer – No piping
   b Sergeant – Silver and black, ½ inch wide
   c Lieutenant – Two solid gold, ½ inch wide
   d Captain—Three solid gold, ½ inch wide
   e Chief – Four solid gold, ½ inch wide

4. Service Stars - One for each five years of service to be appropriately displayed on the sleeve of the dress jacket.

5. A long sleeve shirt and tie will be worn at all times when the dress jacket is worn.

F. Duty Jacket

1. The jacket shall be full cut ("Tuffy style"), waist length, fully lined with zipper front (button flap) and shirred waistband.

2. The duty jacket shall be worn complete with embroidered badge, nameplate, rank insignia and shoulder patches.

3. Lightweight jackets/windbreakers, "Chillchaser" style, complete with epaulets and badge tab are permitted wear with all uniforms, except formal occasions.

G. Raincoat - The selection of rain gear shall be consistent with industry standards and subject to the discretion of the Chief of Police.

H. Uniform Shoes

1. All CSU Police Officers shall maintain in serviceable condition one pair of uniform shoes.

2. Uniform shoes shall be constructed of leather or simulated leather material, solid black in color, smooth finish, plain round toe with black laces and black lacing grommets. The shoes shall have non-slip, soles retaining this quality when wet.

3. Athletic shoes are permitted wear with the summer wear uniform. Style – Coaches shoe, low cut, or tennis shoes, low cut, all black with black laces.

I. Boots

1. Boots are authorized for duty wear with any class of uniform except for formal occasions, or with summer wear uniform and may be of either lace or pullover, style, provided they meet the same general specifications as uniform shoes.
   a. The top style shall be either snug fitting to the ankle and calf, or high enough to preclude trouser cuffs from hanging on the boot top.
   b. If lace up boots are worn, they must have black laces and black lacing grommets. Combat type boots with fabric upper side panels may be worn provided that the non-leather material is black in color.

2. Engineer boots or other types with trap ornamentation and/or extreme pointed toes are not authorized.

J. Leather Equipment

1. All leather equipment shall be of top quality and of a "basket weave" design – black dyed with gold/bronze hardware. Velcro closure is acceptable.

2. Trouser Belt – Safariland Model SAF #51 or equivalent with chrome buckle. Velcro closure (no buckle) is acceptable when worn with duty belt.

3. Holsters

a. Department issued.
b. Optional Duty Holster, such as the "Drop Down" Holster (Officer furnished) - Any optional duty holster shall meet established leather specifications and be approved by the Department Range Master prior to being utilized in service.
c. Plainclothes Holster (Officer furnished):
   1) Holsters worn by officers assigned to non-uniform duties shall be of leather or simulated leather material.
   2) Plainclothes holsters shall be approved by the Department Range Master prior to being utilized in service.

4. Nylon Duty gear that meets required specifications is authorized for wear with all uniforms except Class A. (Officer furnished)

5. Magazine pouch – Department issued.

6. Mace Holder – Safariland Model 37 or equivalent – Department issued.

7. Handcuff Case – Safariland Model 90 or equivalent – Department issued.

8. Baton Ring and Strap – Safariland Model 67-S or equivalent.

9. Keystrap and Ring – Safariland Model 69-S or equivalent.

VII. Rank and Insignia [CALEA 22.2.5]

A. Nameplate

1. The uniform nameplate shall be brush metal finish, gold in color with blue enamel lettering, 2" x ½", and clutch black fastener.
2. Nameplates shall contain first initial and last name.
3. Nameplates are to be centered above the right breast pocket with the bottom of the nameplate touching the top of the pocket.

B. Breast Badge

1. The approved CSU badge is manufactured by Sun Badge Company, California, P100 Reverse Badge.
2. Description: This badge is to be a combination of Suntone/Gold and two-tone badges; reverse royal blue cloisonné enamel for ribbons; and lettering in Roman font. The top ribbon to read respective rank, bottom ribbon reads POLICE and lower panel with designated insignia. The center of the badge is a seven point star with the Great Seal of the State of California in a circular plug surrounded by a circular ribbon that reads CALIFORNIA STATE UNIVERSITY.

C. Shoulder Patch Insignia

1. Approved CSU shoulder patches shall be securely sewn on each sleeve of the uniform shirt, jacket or tactical suit, positioned one quarter (1/2) inch below the shoulder seam and centered on the epaulet.

2. Decorative or cross stitching of contrasting colors shall not be used.

D. Medals, Awards, etc.

1. Only Department approved or issued medals or awards may be worn on the uniform.

2. The wearing of the above-specified pins is optional and left to the discretion of the Chief of Police.

3. If pins are worn, they shall be displayed in an appropriate manner as indicated by the type of medal worn and as specified by the Chief of Police.

E. Cloth Badge and Cloth Name Tag

1. Under no circumstances will the cloth badge or cloth nametag be utilized on the standard uniform shirt.

2. A cloth-embroidered replica of the standard CSU Fullerton badge may be substituted for wear on the following garments:
   a. Duty jacket
   b. Windbreaker jacket
   c. Baseball cap
   d. Tactical vest
   e. CRU tactical uniform

3. Cloth nametags shall not be more than one inch high, black in color and gold condensed block lettering. Cloth name tags are authorized for wear on the following garments:
   a. Duty jacket
   b. Windbreaker jacket
   c. Tactical vest
   d. Approved CRU tactical uniform

4. The cloth nametag shall be sewn securely and directly above the right pocket of the authorized outer garment. If the garment has no pocket, the nametag shall be centered on the right side of the garment directly in line with the badge holder.

F. Service Hash Marks/Stars

1. All Police Officers are eligible to wear a service hash mark/star for each five year period of sworn service with the California State University.

2. Police Officers with prior sworn service with another law enforcement agency (Sheriff, Police Department, etc.) are eligible to wear a service hash mark/star for each five year period of sworn service with that agency, or combined with CSU sworn service, upon completion of one year of service with a single CSU Police Department.

3. Service hash marks are optional and may be displayed on the long sleeve uniform shirt. Service stars are likewise optional and may be displayed on the dress jacket.
   a. Service hash marks shall be sewn on the left sleeve of the uniform shirt at a 45 degree angle. The lower end of the hash marks shall be toward the inside seam of the sleeve, ¾ inch above the top edge of the shirt cuff, with the complete hash mark displayed in front of the center press of the sleeve. Additional hash marks shall be placed above and parallel with the first hash mark.
   b. The material color shall be identical to that of the Sergeant chevrons.

G. Sergeant Chevrons - Rank insignia for Sergeant shall meet all specifications of the California Highway Patrol (three striped cloth chevrons, blue and yellow on black background). The chevrons shall be securely sewn to sleeves of the uniform shirt, jacket and tactical suit, centered on the shoulder epaulet and positioned 4 ½ inches below the shoulder seam. Decorative contrasting color stitching shall not be used.

H. Corporal Chevrons: Rank insignia for Corporal shall meet all specifications of the California Highway Patrol (two striped cloth chevrons, blue and yellow on black background.

I. Rank Insignia for command level officers shall be commercially available pin or clutch pin fastened, smooth metal, gold in color, as follows:

1. Lieutenant (one gold bar)
   a. ¾ inch x ¼ inch for shirt collar. Lieutenant rank insignia are to be displayed on the shirt collar with the longest dimension of the insignia positioned parallel, one-half inch from and centered on the collar leading edge.
   b. 1 inch x 3/8 inch for jacket epaulet. Lieutenant bars shall be displayed on the shoulder epaulet, centered and perpendicular to the outer edge of the epaulet, one inch inward from the shoulder seam.

2. Captain(Two gold bars)
   a. ¾ inch x ¼ inch for shirt collar. Captain rank insignia are to be displayed on the shirt collar with the longest dimension of the insignia positioned parallel, one-half inch from and centered on the collar leading edge.

b. 1 inch x 3/8 inch for jacket epaulet. Captain bars shall be displayed on the shoulder epaulet, centered and perpendicular to the outer edge of the epaulet, one inch inward from the shoulder seam.

3. Chief (Four Stars)
   a. Chief's stars shall be displayed along the centerline of the shoulder epaulet, one-inch inward from the shoulder seam.
   b. Chief rank insignia will be displayed on the shirt collar placed parallel with the top edge of the collar and one half inch away from the edge.

J. Other Insignia - Insignia, ornaments, pins, jewelry, etc. not specifically authorized by these regulations or approved by the Chief of Police shall not be affixed or displayed on any portion of the authorized uniform or attending equipment.

VIII. Other Equipment [CALEA 22.2.5]

A. Protective Vests Issued by the Department. [CALEA 41.3.5]
   1. Wearing a protective vest is mandatory for uniformed patrol and special events. Vests are optional for Command Staff when appropriate in other capacities.
   2. Officers will wear protective vests when engaged in pre-planned, high-risk situations such as planned warrant execution, drug raids, etc. [CALEA 41.3.6]

B. Belt Knives – Folding blade with blade lock carried in a black leather holster with basket weave finish (optional).

C. Handcuffs (Department issued)
   1. Peerless or Smith & Wesson, 10 ounce steel with nickel finish, or equivalent.
   2. "Flex Cuffs" may be carried, if concealed, and used in addition to metal handcuffs.

D. Gloves – Officers may wear black leather gloves without contrasting color inserts with uniform jacket or long sleeve shirt only. "Sap Gloves" shall not be worn by CSU Police Officers in any duty capacity.

E. Flashlight –(Department issued)

F. Baton
   1. Wood, 1 1/14" in diameter x 26" in length, made of second growth hickory, black in color, a smooth handle with a tapered rubber grommet.
   2. "Monadnock", type PR 24 or equivalent. Shall be approved equipment only upon completion of certified training course.
   3. Expandable batons may be carried upon completion of a certified training course.

G. Body Worn Camera (BWC) issued – Will be carried on the gun belt in an appropriate black basket weave holder or personally purchased nylon gear, or other appropriate location.

H. Sunglasses – Officers may wear sunglasses that are conservative and professional in appearance. The frame material shall be either plastic or metal. If metal frames are worn, the color shall be gold, silver or black. If plastic frames are worn, the color shall be dark blue, black or dark brown. In all instances, it is appropriate that the lens of the sunglasses be of traditional shape, size and style. The color of the lenses shall be of individual choice; however, officers shall not wear sunglasses with a mirrored finish that totally obscures his/her eyes.

IX. The following uniform regulations and standards shall apply to all University Police Community Service Specialists (CSS) assigned to the CSUF Irvine Center. [CALEA 22.2.5]

A. Community Service Specialist (CSS) are required to conform to the standards identified in sections I, II, III, and V as it applies to uniform regulations and standards, Uniform Wear, Repair of Damaged Uniforms and Personal Appearance Standards.

B. California State University Police Departments Uniform Specifications and Standards: All uniforms shall be Dark Grey Elbeco TexTrop2. The authorized uniform to be worn and equipment to be carried by all on-duty uniformed CSSS shall be consistent with the following standards and as prescribed by the Chief of Police:

a. Class A Uniform
   i. The Class A Uniform is applicable to all uniform personnel. It shall be worn when directed by the Chief of Police of Command Staff. The Class A Uniform may be worn at the CSS's discretion in the following circumstances
      1. Court appearances.
      2. Public events
      3. Interagency or Intergovernmental meetings, conferences or gatherings of an official nature.
      4. Funerals for law enforcement officers and firefighters.
      5. In lieu of civilian attire when assigned to staff positions.
      6. Field duty.
   ii. The Class A uniform consists of the following items of apparel and equipment.
      1. Long sleeve shirt with appropriate insignia. Material shall meeting the following minimum standards:
         a. Dark Grey Elbeco TexTrop2
         b. Creases may be pressed or sewn in shirts
         c. Service Hash Marks – one for each five years of service to be appropriately displayed on the sleeve of the shirt. Grey on Black Felt Backing.

2. Uniform tie. One-Hundred percent wool, black in color, pre-tied, clip on, 13" or 16" length as appropriate.
3. Tie Bar:
    a. Plain or brush metal finish, gold in color, 2" x 5/16"
4. Uniform Trousers. Material Specifications:
    a. 100% worsted wool; serge weave, Raeford or
    b. Polyester - Horace small style #1329
    c. Creases shall not be sown
5. Leather belt with appropriate equipment

b. Class B Uniform
    i. The Class B uniform is applicable to all uniformed CSS's. It may be worn for all duty assignment unless otherwise directed.
    ii. The Class B Uniform consists of the following items of apparel and equipment:
        1. Long sleeve or short sleeve uniform shirt with appropriate insignia and white, navy blue or black crew neck T-shirt.
        2. Dary Grey Elbeco TexTrop2
        3. Uniform trousers. Material Specifications refer to Class A uniform trousers.
        4. Approved footwear

c. Leather Equipment
    i. All leather equipment shall be of top quality and of a "basket weave" design – black dyed with gold/bronze hardware. Velcro closure is acceptable – Department issued
    ii. Trouser Belt- Safariland Model SAF #51 or equivalent with chrome buckle. Velcro closure (no buckle) is acceptable when worn with duty belt. – Department issued
    iii. Mace Holder - Safariland Model 37 or equivalent – Department issued.
    iv. Handcuff Case - Safariland Model 90 or equivalent – Department issued.
    v. Keystrap and Ring - Safariland Model 69-S or equivalent. – Department issued
    vi. Radio Holder - Safariland Model 7923 or equivalent. – Department issued.

C. Rank and Insignia

a. Nameplate
    i. The uniform nameplate shall be brush metal finish, gold in color with blue enamel lettering, 2" x ½", and clutch black fastener.
    ii. Nameplates shall contain first initial and last name.
    iii. Nameplates are to be centered above the right breast pocket with the bottom of the nameplate touching the top of the pocket

b. Breast Badge
    i. The approved CSU badge is manufactured by Sun Badge Company, California, P100 Reverse Badge
    ii. Description: This badge is to be a combination of Suntone/Gold and two-tone badges; reverse royal blue cloisonné enamel for ribbons; and lettering in Roman font. The top ribbon to read COMMUNITY SERVICE, bottom ribbon reads SPECIALIST and lower panel with designated insignia. The center of the badge is a seven point star with the Great Seal of the State of California in a circular plug surrounded by a circular ribbon that reads 13.

c. Shoulder Patch Insignia
   i. Approved CSU shoulder patches shall be securely sewn on each sleeve of the uniform shirt, jacket or tactical suit, positioned one quarter (1/2) inch below the shoulder seam and centered on the epaulet.
   ii. Decorative or cross stitching of contrasting colors shall not be used
d. Medals, Awards, etc.
   i. Only Department approved or issued medals or awards may be worn on the uniform.
   ii. The wearing of the above-specified pins is optional and left to the discretion of the Chief of Police.
   iii. If pins are worn, they shall be displayed in an appropriate manner as indicated by the type of medal worn and as specified by the Chief of Police.
e. Service Hash Marks/ Stars
   i. All CSS's are eligible to wear a service hash mark for each five (5) year period of civilian service with the California State University.
   ii. CSS's with prior sworn service as a CSO are eligible to wear a service hash mark for each five (5) year period with the approval of Lieutenant of Operations.
   iii. Service hash marks are optional and may be displayed on the long sleeve uniform shirt. Service stars are likewise optional and may be displayed on the dress jacket.
      1. Service hash marks shall be sewn on the left sleeve of the uniform shirt at a 45 degree angle. The lower end of the hash marks shall be toward the inside seam of the sleeve, ¾ inch above the top edge of the shirt cuff, with the complete hash mark displayed in front of the center press of the sleeve. Additional hash marks shall be placed above and parallel with the first hash mark.
      2. The material color shall be Dark Grey on Black Felt Backing.

D. Other Equipment
a. Protective Vests
   i. Wearing a protective vest is part of the uniformed patrol and special events.
   ii. Department Issued
b. Belt Knives
   i. Folding blading with blade lock (optional).

X. The following uniform regulations and standards shall apply to all CSU Police Dispatchers while on duty. [CALEA 22.2.5]

A. California State University Dispatcher uniform specifications:
   1. Long or short sleeve blue uniform shirt with appropriate insignia (Creases may be pressed or sewn in shirts). Square tailored uniform shirts may be worn outside the pant waistline.
   2. Blue trousers or slacks.
   3. Blue skirt knee-length.
   4. Approved footwear.
      a. Low heel pumps or flats with stockings

b. Shoes: All black athletic shoes (coaches' type), low cut with black laces and black socks.

c. Boots: All black leather or leather simulated material The top style shall be either snug fitting to the ankle and calf, or high enough to preclude trouser cuffs from hanging on the boot top.

B. Also permitted is a short sleeve blue polo style uniform shirt with appropriate insignia. Polo style and untailored uniform shirts shall be tucked in and a black belt is required.

XI. Front Counter personnel shall dress in a neat, clean manner that is appropriate and acceptable for the Department and campus community. The designated CSO shirt will be worn at all times when working. [CALEA 22.2.5]

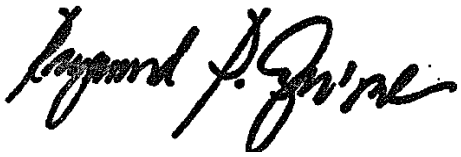
XII. University Police employees

A. Non-sworn University Police administrative personnel may dress in business casual clothing, except where professional businesslike attire is expected and appropriate.

B. Professional businesslike attire shall include men's suits or sport coats, dress shirts, ties; or women's business suits, pantsuits, dresses, skirts and blouses or other appropriate and acceptable attire, suitable for the assignment, taking into consideration weather and other factors. Dress shoes with appropriate socks or stockings shall be worn.

REVIEWED BY:
N.Williams

APPROVED:



Raymund Aguirre
Chief of Police