



# Policy 1504

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<b>DEPARTMENTAL UNIFORMS AND EQUIPMENT</b>	
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By Order of the Police Commissioner

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**POLICY**

**Equipment Standards.** The Baltimore Police Department (BPD) will provide uniforms and equipment for all employees who are required to wear them to promote professionalism and foster *esprit de corps* through similarity of appearance. The purpose of this policy is to provide standards and identify department-issued and approved uniforms and equipment.

**Safety.** The BPD will ensure that all sworn members possess the tools necessary to safely perform law enforcement functions. Not only is uniformity important for appearance, but for reasons of safety, officers must be readily identifiable to the public and their colleagues.

**GENERAL**

The use of the term “member” in this policy applies to sworn members and any directives for professional staff employees will be indicated as such or by their specific titles.

**Member and Professional Staff**

1. Members and professional staff with department-issued uniforms on duty shall:
  - 1.1. Be neat, clean, and well groomed (see Policy 312, *Professional Performance Standards*);
  - 1.2. Keep uniform and non-uniform clothes clean and pressed;
  - 1.3. Ensure shoes, boots, leather, and metal equipment are regularly polished; and
  - 1.4. For members, ensure handguns and other mandatory weapons (i.e., OC Spray, conducted electrical weapons (CEWs), expandable batons, etc.) are clean and serviceable.
  
2. Unless otherwise directed, while on duty, members and professional staff shall wear department-issued uniforms and equipment for the appropriate occasions and circumstances.

- 2.1. At no time shall members or professional staff modify issued uniforms and equipment or wear an incomplete or partial uniform.
- 2.2. Any uniform issues shall be referred immediately to the Quartermaster to be addressed.
3. Members and professional staff shall not use any department-issued uniforms or equipment while off duty without prior approval of the Police Commissioner.
4. Members and professional staff shall not sell, exchange, lend, or borrow any department-issued uniforms or equipment, or wear uniforms and equipment or any part thereof in any private performance, exhibition, or parade without permission of the Police Commissioner.
5. Members and professional staff shall assume personal responsibility for all BPD property issued or placed in service for use or convenience.
6. Members and professional staff shall notify their commanding officer, via official channels, immediately when such property or equipment is lost or requires repair or replacement.
  - 6.1. Before obtaining replacement garments or equipment, the member shall draft an Administrative Report, Form 95, and have it reviewed and signed by their supervisor.
  - 6.2. Lost property will require an Incident Report written by the member's or professional staff employee's supervisor. If the supervisor is a professional staff member who does not have the ability to write an Incident Report, they shall have a sworn member of a supervisory rank submit the Incident Report.
  - 6.3. When a department-issued firearm appears to be defective, members shall respond to the Armory Unit or Firearms Training Unit to obtain a spare firearm or the Evidence Management Unit (EMU) if the Armory Unit or Firearms Training Unit is closed.
7. If it is determined that department-issued property is lost or damaged through the member's or professional staff employee's negligence, they may be subject to a Public Integrity Division (PID) referral and subsequently required to replace departmental property at personal expense.
8. Members and professional staff shall inspect all equipment before each tour of duty to ensure all equipment is present and in good working condition.
9. Members shall be guided by Policy 304, *Suspension Procedures*, when their police powers have been suspended.
10. Members and professional staff shall not change, alter the style of, or affix non-department issued or approved adornments or accessories to their department-issued uniform garments in any manner (e.g., no creases shall be sewn into trousers or coats, etc.).
  - 10.1. BPD maintains an onsite tailor at the Quartermaster Unit, which members may utilize at no charge, for fit/sizing alterations of uniforms.
  - 10.2. Members and professional staff may use an outside tailor at their own expense for fit/sizing alterations but may not alter the style of the uniform in any way.

11. Members and professional staff who receive an authorized annual uniform allocation shall utilize their uniform replacement allocation at their own discretion to maintain the integrity of their uniform and compliance with all directives in this policy.
  - 11.1. All qualifying members and professional staff are provided with an annual uniform replacement allocation each fiscal year (July 1 – June 30). This allocation does not roll over from year to year.
  - 11.2. All qualifying members and professional staff are responsible for utilizing the self-service online uniform replacement system on their own behalf to maintain compliance with this policy.

#### **Commanding Officer, Evidence Management Unit (EMU)**

12. The Commanding Officer, EMU, shall maintain replacement handguns, holsters, body worn cameras, and CEWs for emergency temporary replacement for on-duty members when the Armory or the Quartermaster Unit are not accessible. The Commanding Officer, EMU, or designee, shall issue spare equipment only upon receipt of an Administrative Report, Form 95, describing the replacement items needed and signed by the member's supervisor.

#### **Supervisor, Quartermaster Unit**

13. The Supervisor, Quartermaster Unit, shall maintain replacement equipment items (excluding handguns, body-worn cameras, and CEWs) for emergency temporary replacement for on-duty members.
14. The Supervisor, Quartermaster Unit, shall issue spare equipment only upon receipt of an Administrative Report, Form 95, describing the replacement items needed and signed by the member's supervisor.

#### **DEPARTMENTAL UNIFORMS**

15. All members and professional staff shall follow the guidance in Policy 312 *Professional Appearance Standards* and Policy 1737 *Accommodation Procedures*.

#### **Class Uniforms – Sworn Members**

##### **Class "A" (Dress) Uniforms**

16. Members wearing the Class "A" (Dress) Uniform shall wear department-issued navy-blue dress blouse, white button-down shirt, striped uniform trousers, eight-point uniform hat, and uniform tie. For shoes, members shall wear black plain-toe shoes, highly polished, without any design. Combat boots, "tennis shoe" type, and any other footwear other than leather or leather-like synthetic, are strictly prohibited.
  - 16.1. The department-issued navy-blue dress blouse shall not be worn with any other class

uniform.

16.2. Members shall button blouses whenever in public view.

17. The member's engraved name plate with member's first initial and last name shall be worn over the right breast area of the outermost garment of the Class "A" Uniform, excluding the raincoat.
18. Members shall possess and maintain their department-issued eight-point hat at all times while in Class "A" Uniform.
- 18.1. Members shall wear the eight-point hat when instructed to do so by a superior officer.
- 18.2. Members shall wear the eight-point hat with the visor centered directly over the nose.
19. Members shall display the hat device on the forward portion of the eight-point hat and centered above the visor. Hat devices issued to:
- 19.1. Officers shall be nickel in color and display the badge identification number on the face.
- 19.2. Sergeants shall be nickel in color and display the word SERGEANT along their face.
- 19.3. Lieutenants and above shall be gold in color and display along their face the word(s) indicating the individual's rank.
- 19.4. District Commanders' badges shall be gold in color and display the words "DISTRICT COMMANDER."
20. The member's Class "A" Uniform shall be worn for promotional and award ceremonies, funerals, graduations, and any other time when so designated by the Police Commissioner or Commanding Officer.
21. Command members may wear the Class "A" Uniform anytime, at their discretion.

#### *Maryland State Coat of Arms*

22. All uniformed personnel with the Maryland Coat of Arms shall wear them on the lapels of the Class "A" dress blouse.

#### *Body-Worn Camera*

23. Members issued a BWC are not required to wear the BWC when in Class "A" Uniform.

#### Class "B" Uniforms

24. All members shall wear Class "B" Uniforms for standard duty (e.g., patrol, administration, etc.) and may wear Class "B" Uniforms at certain special events (e.g., stadium events, parades, festivals, etc.) at the direction of the detail commander.

*Class "B" Uniforms for Lieutenants and Below*

25. Officers, Sergeants, and Lieutenants shall wear the department-issued navy-blue hybrid shirt, uniform trousers, and appropriate footwear as described in this policy (see the "Footwear" section below).
26. Members shall possess and maintain their department-issued Class "B" Patrol Cap (baseball) and shall ensure the front bill is facing forward at all times while worn.
  - 26.1. Members may wear their department-issued eight-point hat at their discretion while in Class "B" Uniform, or at the direction of their command staff.
27. Officers, Sergeants, and Lieutenants shall wear their issued Velcro or metal badge if wearing a vest carrier.

*Class "B" Uniforms for Captains and Above*

28. Captains and above shall possess and maintain their department-issued eight-point hat and may wear it with the Class "B" uniform and Class "B" Hybrid Uniform.
29. Captains and above shall wear the department-issued white button-down shirt, striped uniform trousers, and appropriate footwear as described in this policy (see the "Footwear" section below).
  - 29.1. When wearing Class "B" button-down, long-sleeved shirts, captains and above shall wear black clip-on or hook-and-loop ties with a four-in-hand.
  - 29.2. The use of a BWC does not exempt a member from wearing a tie when required by this policy. Members shall ensure the tie is positioned in such a way to not interfere with the BWC.
  - 29.3. Captains and above shall ensure that their engraved nameplate is affixed to their outermost garment when in Class "B" Uniform.

*Class "B" Hybrid Uniforms for Captains and Above*

30. Captains and above wearing Class "B" Hybrid Uniforms shall wear the department-issued white hybrid quarter button down shirt, striped uniform trousers, and appropriate footwear as described in this policy (see the "Footwear" section below).

Class "C" Uniforms

31. Members wearing the Class "C" Uniform shall wear the department-issued Class "C" navy-blue polo shirt, khaki/tan issued "cargo" pant, and appropriate footwear as described in this policy (see the *Footwear* section below).
32. Members may wear Class "C" Uniforms for any departmental training or as a member of a

specialized unit (e.g., District Action Team, WATF).

- 32.1. Members may wear district tee shirts and hoodies that have been approved by the Police Commissioner or designee.

### **Other Required Attire – Sworn Members**

#### Specialized Units

33. Members assigned to specialized units shall dress accordingly when they are:
  - 33.1. Non-uniformed: court attire, unless assignments dictate a more casual attire, as shall be determined by the members' Commanding Officer (see Policy 1005, *Non-Uniformed Policing Standards*).
  - 33.2. Uniformed: Class "C" Uniform.

#### Limited Duty Dress

34. Members in limited duty status are prohibited from wearing a BPD uniform and shall adhere to Policy 312, *Professional Appearance Standards*, in their dress.

#### Court Attire

35. Members appearing in any court shall wear either the uniform of the day or court attire (see Policy 1811, *Court/Administrative Procedures*).

#### Execution of Search Warrants

36. While executing a search warrant, members shall be clearly recognizable and identifiable as a police officer, wearing a uniform, badge, and tag bearing the name and identification number of the police officer. Because members' Velcro badges do not contain the member's badge number, members shall wear their metal badges when executing a search warrant.

### **Badges and Identifications – Sworn Members**

#### Badges

37. Members seeking guidance regarding the proper display of their police badges shall follow the directives in Policy 1501, *Police Badges*.

#### Identification Card

38. Every member of the department shall be issued an identification card which shall be carried at all times while on or off-duty, except for (1) special operational reasons at the direction of the member's commanding officer or (2) when the member, off-duty, is engaged in such activities as a prudent person would reasonably conclude the carrying of an identification card to be

inappropriate.

#### Maryland Police Training and Standards Commission (MPTSC) Certification Card

39. Sworn members shall always carry their MPTSC certification card when on duty.

#### Driver's License

40. Sworn members shall always have and carry a valid driver's license when on duty.

#### Shoulder Patches

41. Members shall only display department-issued patches. Department-issued shoulder patches shall be affixed to both sleeves of each uniform coat,  $\frac{3}{4}$  pullover, blouse, hybrid shirt and button-down shirt. All shoulder patches shall be ordered through the Quartermaster.

#### **Inclement Weather – Sworn Members**

42. Members may wear the following items during inclement in accordance with this policy:
- 42.1. Arctic hat, watch cap, or patrol hat (see *Hats and Headwear* section below) unless in Class "A" Uniform. When in Class "A" Uniform, the eight-point hat shall be worn with or without optional rain cover.
  - 42.2. Footwear-covering boots.
  - 42.3. Department-issued jackets and coats.
43. Members shall ensure that their inclement weather clothing is readily available for use.

#### **Required Uniform – Non-Sworn**

##### Crime Scene Technicians

44. Crime Scene Technicians are issued and shall wear the following when performing official duties for the Crime Scene Unit:
- 44.1. Grey performance polo with CSU patch over left chest area
  - 44.2. Black trousers
  - 44.3. Black duty jacket with "Forensics" screen printed in white on the back and front left chest. The front left pocket shall have the word "FORENSICS" screened in 1" all capital block letters. The back of the jacket will have the word "FORENSICS" on the upper center in 2" block letters all capitalized.

- 44.4. Black Crewneck shirt
- 44.5. Waterproof Hooded Jacket
- 44.6. Soft body armor vest and external carrier with BALTIMORE FORENSICS on front and back panels
- 44.7. The following non-garment items:
  - 44.7.1. Black Duty Belt
  - 44.7.2. Black Inner Belt
  - 44.7.3. Mace Holder
  - 44.7.4. Flashlight
  - 44.7.5. BPD Baseball Cap (same as the Class "B" Patrol cap)
- 45. Shoes and boots shall be black in color and made with a material that conforms with personal protective equipment requirements and maintains a professional appearance.

#### Dispatchers

- 46. Dispatchers shall wear a department-issued dark green polo shirt with dispatcher logo embroidered on the left breast and department-issued black four-pocket trousers.

#### Cadet Uniform

- 47. Unless otherwise directed, while on duty, Cadets shall wear department-issued uniforms and equipment as follows:
  - 47.1. Gray department-issued shirt with Cadet patches on both shoulders, badge embroidered above the left breast, and name embroidered above the right breast.
  - 47.2. White, crewneck undershirts with no visible design.
  - 47.3. Department-issued blue trousers (same as the Class "B" Uniform trousers).
  - 47.4. Department-issued uniform belts shall be solid black in color without ornaments or designs.
  - 47.5. Navy-blue or black socks without visible designs or color variations.
  - 47.6. Black shoes and boots made with a material that maintains a shine or professional appearance. The toes shall be plain and not contain toe stitching.
  - 47.7. Department-issued navy-blue baseball cap with the word CADET stitched over the BPD patch.

### Police Junior Cadet Uniform

48. Police Junior Cadet members' uniforms shall consist of the following:
  - 48.1. Department-issued light blue polo shirt with badge embroidered above the left breast and name embroidered above the right breast.
  - 48.2. White, crewneck undershirts with no visible design.
  - 48.3. Department-issued blue trousers (these are the same as the Class "B" Uniform trousers).
  - 48.4. Department-issued uniform trouser belts.
  - 48.5. Navy-blue or black socks without visible designs or color variations.
  - 48.6. Black shoes or boots made with a material that maintains a shine or professional appearance. The toes shall be plain and not contain toe stitching.
  - 48.7. Department-issued navy-blue baseball cap with the JUNIOR CADET stitched over the BPD patch.

### **ADDITIONAL DEPARTMENT UNIFORM GARMENTS**

#### **Hats and Headwear**

##### Arctic Hat and Watch Cap

49. Members may wear the department-issued Arctic Hat or Watch Cap (knit cap) during periods of inclement weather.
50. Members shall wear the Arctic Hat with the hat device affixed and ear flaps secured above the hat or below the chin.
51. Members may wear a department-issued Watch Cap that is navy blue in color with the departmental logo (patch) displayed in the front. Watch caps shall not display the initials BPD and may only be worn when in full uniform.

##### Safety Headgear and Helmets

52. For requirements regarding safety headwear and helmets, see below under "Departmental Equipment."

## Shirts

### Undershirt

53. Only plain (with no visible design), navy-blue, crew neck undershirts may be worn by members under navy-blue department-issued uniform shirts. The sleeve of the undershirt shall not be visible.
54. Members wearing white department-issued button-down uniform shirts shall wear plain with no visible design, white, crew neck undershirts. The sleeve of the undershirt shall not be visible.

### ¾ Pullover

55. Members may wear department-issued uniformed ¾ pullovers as an outer garment while wearing either Class “B” or “C” Uniforms.
56. When wearing the ¾ pullover, members shall:
  - 56.1. Display their metal badge, name plate, departmental shoulder patch and rank insignia as outlined in this policy; and
  - 56.2. Tuck the pullover into their uniform trousers and in such a manner that the service weapon is not covered and the pullover material is not bunched around the gun belt.

### Turtleneck Shirt

57. Uniformed members may wear a turtleneck shirt that is white or navy blue in color to match the color of their uniform shirt with the initials BPD in yellow-gold thread of the same color as the departmental patch. The letters shall be 1” in height, ¾” in width and offset to the left when worn by 1” from the centerline of the neck.
  - 57.1. Members may wear a turtleneck shirt underneath one of the following:
    - 57.1.1 A long-sleeve uniform shirt;
    - 57.1.2 A departmental ¾ pullover; or
    - 57.1.3 A departmental jacket.

## Footwear

58. While on duty, members shall wear shoes or boots that are/have:
  - 58.1 Fully black in color,
  - 58.2 Of a uniform design and purpose,
  - 58.3 Plain toes and not contain toe stitching or designs, and

58.4 Anti-slip protection.

59. While in Class "A" Uniform, members shall wear shoes that are black leather or leather-like synthetic, and highly-polished. Combat boots and tennis or athletic shoes shall not be worn.
60. While in Class "B" Uniform, members shall not wear tennis shoes or athletic style footwear.
61. Members in Class "C" Uniform attending training may wear tennis shoes or athletic style footwear.
62. Members may use footwear-covering boots during inclement weather, provided the boots are black in color.

### **Accessories**

63. In addition to requirements regarding accessories in Policy 312, *Professional Appearance Standards*, members shall adhere to the directives below regarding the listed accessory items when wearing them while in uniform:

#### Socks

- 63.1. Socks worn with any class of uniform shall be black or dark blue in color without design.

#### Gloves

- 63.2. Members may wear department-approved gloves as part of their routine patrol uniform during cold and inclement weather only, unless:
  - 63.2.1. Engaging in the searching or patting down of a suspect;
  - 63.2.2. Handling evidence, equipment, or other material that may pose a safety risk; or
  - 63.2.3. Engaging in special activities (e.g., bicycle patrol, SWAT, MFF, etc.).
- 63.3. Department-issued white gloves shall be worn by all uniformed members, when so ordered, while attending funerals, important events, and assemblies.
- 63.4. Members of the Traffic Section may wear white or other approved color safety gloves.
- 63.5. Members shall not wear gloves with the fingers cut off, that are weighted, or "sap" gloves.

### **Jackets and Coats**

64. Members in uniform shall wear the department-issued jacket or coat when appropriate or during inclement weather.

### Insignia of Rank and Uniform Accessories

65. While in uniform or wearing department-issued uniform garments, members shall adhere to the placement of rank insignias as outlined below:

#### Sergeant

- 65.1. Three blue chevrons on each sleeve of the uniform coat,  $\frac{3}{4}$  pullover, and shirts.
- 65.2. Chevrons placed on the coat sleeve shall be located  $\frac{1}{4}$  inch below the BPD patch centered on both sleeves.
- 65.3. The Class "A" uniform eight-point hat is Navy blue and is piped in light blue.

#### Lieutenant

- 65.4. Single silver bar collar pins on the uniform shirt.
- 65.5. One single silver bar on each epaulet of the uniform coat and  $\frac{3}{4}$  pullover.
- 65.6. Maryland State Coat of Arms on uniform coat lapels.
- 65.7. One row of  $\frac{1}{2}$ " wide gold braid on each sleeve of the uniform coat beginning  $1\frac{1}{2}$ " from the bottom of the sleeve.
- 65.8. The Class "A" uniform eight-point hat is Navy blue with a gold band over a black visor.

#### Captain

- 65.9. Twin silver bar collar pins on the uniform shirt.
- 65.10. Twin silver bars on each epaulet of the uniform coat and  $\frac{3}{4}$  pullover.
- 65.11. Maryland State Coat of Arms on uniform coat lapels.
- 65.12. Two rows of  $\frac{1}{2}$ " wide gold braid on each sleeve of the uniform coat beginning  $2\frac{1}{2}$ " from the bottom of the sleeve.
- 65.13. The uniform eight-point hat is Navy blue with a gold band over an embroidered black cloth visor.

#### Major

- 65.14. Gold oak leaf cluster collar pins on the uniform shirt.
- 65.15. Gold oak leaf clusters on each epaulet of the uniform coat and  $\frac{3}{4}$  pullover.

- 65.16. Maryland State Coat of Arms on uniform coat lapels.
- 65.17. Two rows of ½” gold braid and one row of ¼” gold braid on each sleeve of the uniform coat beginning 2 ½” from the bottom of the sleeve. Rows shall be spaced ¼” apart.
- 65.18. The uniform eight-point hat is Navy blue with a gold strap over an embroidered black cloth visor.

#### Lt. Colonel

- 65.19. Silver oak leaf cluster collar pins on the uniform shirt.
- 65.20. Silver oak leaf cluster on each epaulet of the uniform coat and ¾ pullover.
- 65.21. Maryland State Coat of Arms on uniform coat lapels.
- 65.22. Three rows of ½” gold braid on each sleeve of the uniform coat beginning 2 ½” from the bottom of the sleeve. Rows shall be spaced ¼” apart.
- 65.23. The uniform eight-point hat is Navy blue with a gold strap over an embroidered black cloth visor.

#### Colonel

- 65.24. Silver eagle collar pins on the uniform shirt.
- 65.25. Silver eagle on each epaulet of the uniform coat and ¾ pullover.
- 65.26. Maryland State Coat of Arms on uniform coat lapels.
- 65.27. Four rows of ½” wide gold braid on each sleeve of the uniform coat beginning 2 ½” from the bottom of the sleeve and spaced ¼” apart.
- 65.28. The uniform eight-point hat is Navy blue with a gold strap over an embroidered black cloth visor.

#### Deputy Police Commissioner

- 65.29. Three gold star collar pins on the uniform shirt.
- 65.30. Three gold stars on each epaulet of the uniform coat and ¾ pullover.
- 65.31. Maryland State Coat of Arms on uniform coat lapels.
- 65.32. Two rows of ½” wide gold braid on each sleeve of the uniform coat, and 1 row of 1” wide gold braid beginning 2 ½” from the bottom of the sleeve and spaced ¼” apart.

65.33. The uniform eight-point hat is Navy blue with a gold strap over an embroidered black cloth visor.

#### Police Commissioner

65.34. Four gold star collar pins on the uniform shirt.

65.35. Four gold stars on each epaulet of the uniform coat and  $\frac{3}{4}$  pullover.

65.36. Maryland State Coat of Arms on uniform coat lapels.

65.37. Three rows of  $\frac{1}{2}$ " wide gold braid on each sleeve of the uniform coat, and 1 row of 1" wide gold braid beginning  $2\frac{1}{2}$ " from the bottom of the sleeve and spaced  $\frac{1}{4}$ " apart.

65.38. The uniform eight-point hat is Navy blue with a gold strap over an embroidered black cloth visor.

#### Insignia Pins

66. Officers and sergeants shall wear their unit of assignment (bureau level) insignia pins centered on both collars of the Class "A" and Class "B" uniform shirt (including hybrid shirt). Only authorized collar pins shall be worn.

#### Service Stars

67. Service stars may be worn by all sworn personnel with more than five years of service. One service star may be worn for every five years of completed service.

68. The member may add a service star when the member reaches the 6-month period prior to the completion of their 5<sup>th</sup>, 10<sup>th</sup>, etc. years of service.

69. Members with Service Stars shall wear them horizontally, centered  $5\frac{1}{2}$ " above the end of the left uniform coat sleeve, or dress blouse, with the point of the star in an upright position.

70. Officers and sergeants shall wear royal blue stars; lieutenants and above shall wear gold stars.

#### Service Wreaths

71. Gold metallic Service Wreaths may be worn in lieu of service stars. The authorized Service Wreath shall measure  $1\frac{3}{4}$ " in diameter. When worn, the Wreath shall be centered  $5\frac{1}{2}$ " above the end of the left uniform coat or dress blouse sleeve, with the number(s) in an upright position.

#### **DEPARTMENTAL EQUIPMENT**

72. The BPD issues all basic equipment needed for members to perform law enforcement duties.

Certain equipment items (e.g., flashlights) may be purchased by the member and carried while on duty, provided they meet standards established by the BPD. Any equipment not issued by the BPD requires approval from the appropriate entity (e.g., Armory Unit) before the equipment may be carried on duty.

73. Members are responsible for the care and maintenance of both equipment and uniforms while on duty and shall adhere to the policies directly related to the equipment items listed below.

### **Handguns and Holsters**

74. Members shall adhere to Policy 409, *Firearms Regulations*, regarding handguns, ammunition, and holsters.

### **Body Worn Camera (BWC)**

75. Each member issued a BWC shall be responsible for the care, maintenance, and charging of the BWC to ensure it is in working condition at all times when on-duty (see Policy 824, *Body Worn Cameras*).

### **Departmental Radio**

76. Each member and professional staff employee issued a BPD radio shall be responsible for the care, maintenance, and charging of the radio to ensure it is in working condition at all times when on-duty. Members shall contact the Radio Shop for any issues involving the department-issued radio.

### **Espantoons/Expandable Batons**

77. Espantoons or expandable batons shall be carried by members in Class "B" Uniform while performing law enforcement duties such as patrol, executing search warrants, etc. Members at their own expense may carry an espantoon, provided it is inspected and approved by BPD. Espantoons constructed of any material other than wood are strictly prohibited. (See Policy 1111, *Batons*).

### **OC Spray**

78. Members shall carry department-issued OC Spray when conducting enforcement activity. The OC Spray canister shall be carried in the upright position in the issued belt holster. Members, through periodic inspection, shall ensure the canister is fully operational at all times noting the date of expiration. (See Policy 1118, *Oleoresin Capsicum Spray*).

### **Naloxone**

79. A Naloxone kit will be issued to members upon successful completion of the required training. Members shall ensure that the kit is readily accessible during each tour of duty. (See Policy 801,

*Overdoes Response and Investigation / Narcan Protocol).*

### Handcuffs

80. Members whose duties are primarily patrol or enforcement related shall carry their issued handcuffs and keys. Members, through periodic inspection and care, shall ensure issued handcuffs are fully operational at all times. Members may carry an additional set of handcuffs of the same make and model as departmentally issued.

### Equipment Belt

81. Departmental equipment belts shall be worn by all uniformed members performing law enforcement duties. Members shall wear the belt at waist height, covering the uniform belt. Belt keepers may be worn to ensure that the belt remains stationary.
82. Members shall place equipment on their department-issued equipment belt as follows:
  - 82.1. The handgun holster shall be placed on the equipment belt on the strong side of the body.
  - 82.2. The radio shall be placed on the opposite side of the handgun for balance.
  - 82.3. The pistol magazine pouch shall be located on the front of the belt, closest to the weak hand, and mounted vertically.
    - 82.3.1. A rifle magazine pouch shall also be located closest to the weak-hand side for members authorized to carry a rifle.
  - 82.4. The OC spray pouch shall be located on the weak hand side of the belt.
  - 82.5. The handcuff case(s) should be positioned in an accessible location on the belt.
  - 82.6. The espantoon/expandable baton holder shall be located on the weak hand side of the belt.
  - 82.7. The issued or approved flashlight case shall be affixed to the belt in an accessible location for the weak hand.
  - 82.8. The conducted electrical weapon (CEW) shall be worn on the weak-hand side of the belt or vest, \ in a cross-draw configuration, by those members who have been trained and issued a CEW.
  - 82.9. Mobile devices, nitrile gloves, and other approved items may be carried on the belt in a location that does not obstruct accessibility to other equipment.
  - 82.10. Equipment that is not BPD-issued or approved shall not be carried on the belt.

**External Vest Carriers**

83. Lieutenants, Sergeants, and Officers shall wear issued external vest carriers while performing law enforcement duties when in Class "B" uniform and by plain clothes members performing law enforcement duties. The badge (either Velcro or metal) and name plate/patch shall be affixed to the front, and the "Baltimore Police" shall be displayed prominently on the front and/or back panels. (See Policy 1005, *Non-Uniform Policing Standards*)
84. Members may wear/place the following items on their external vest carrier and in approved pouches and holsters (See Appendix C for images of proper placement):
  - 84.1. Radio
  - 84.2. Flashlight
  - 84.3. CEW (with the proper issued holster and mount)
  - 84.4. Tourniquet
  - 84.5. OC Spray
  - 84.6. Handcuff Pouch
  - 84.7. Utility Pouch (as approved by Education & Training)
  - 84.8. Rifle magazine pouch for those authorized to carry a rifle
85. Members shall not affix any unauthorized items to the external carrier.

**Whistles**

86. Members shall have department-issued whistles on them at all times while performing law enforcement duties.

**Flashlight**

87. Members shall be issued and carry a flashlight while on-duty in uniform, or in plainclothes when conducting enforcement activity.

**Weapon-Mounted Flashlight**

88. Members may carry an approved weapon-mounted flashlight, provided the member also carries an approved weapon-mounted flashlight holster and has received and passed weapon-mounted flashlight training provided by Education and Training.

**Conducted Electrical Weapons (CEWs)**

89. Upon successful completion of training, authorized members will be issued a CEW. Authorized members shall only carry a department-issued CEW on the weak side while on-duty. (See Policy 719, *Conducted Electrical Weapon*).

**Safety Headgear**

90. Members shall wear the appropriate department-issued safety helmet with chin strap attached and fastened when riding a departmental motorcycle (two or three wheeled) or bicycle.

**Riot Helmets**

91. Members are issued a riot helmet for use in tactical situations or as directed. This equipment shall be secured in an inconspicuous but available place and shall not be displayed to the general public.

**Personal Protective Equipment (PPE) (Turtlegear)**

92. Members are issued personal protective equipment (Turtlegear) for use in tactical situations or as directed. This equipment shall be secured in an inconspicuous but available place and shall not be displayed to the general public.

**PPR (Gas Masks)**

93. Members shall be issued a personal protective respirator (gas mask) to be worn when ordered or when respiratory hazards exist. This equipment shall be secured in an inconspicuous but available place and shall not be displayed to the general public. Members shall participate in annual fit-testing of the gas mask as directed by Education and Training. (See Policy 1508, *Respiratory Protection Program*).

**Soft Body Armor (Vest)**

94. Members shall wear department-issued soft body armor at all times while on patrol or conducting enforcement duties. Body armor shall be worn under the uniform shirt, or in an External Vest Carrier.

**EXCEPTION:** Certain assignments may preclude the member from wearing body armor (e.g., undercover vice assignments, homicide detectives, etc.). Permission to not wear body armor must be granted by the member's Commanding Officer.

102. Members are responsible for the proper care of their body armor according to the manufacturer's care instructions (found on the ballistic panels) and standard warranty (see Appendix B). Members shall:

- 102.1. Store body armor flat, and free from extreme temperatures and exposure to moisture and harsh chemicals; and
- 102.2. To clean the ballistic panels, begin by laying them on a flat surface. Take a damp cloth or sponge and gently wipe the ballistic panels to remove dirt or stains. If necessary, you may choose to use a mild detergent. DO NOT bleach, iron, tape, machine wash or tumble dry your ballistic panels.
103. Most body armor is warranted by the manufacturer for a period of five years provided the wearer has cared for the body armor according to the manufacturer's care instructions and standard warranty.
104. Under no circumstance shall a member be deployed on patrol or to conduct enforcement duties with an expired vest.
105. Members shall be fitted for the issuance of new body armor six months prior to the five-year anniversary date of manufacture.
  - 105.1. Six months prior to the five-year expiration date, the member and the member's commanding officer shall receive notification from the vest distributor of the date of expiration and that the member must report to the Quartermaster Unit to be fitted for a new vest.
  - 105.2. If the member does not report for vest fitting by three months prior to expiration, the member's commanding officer shall issue a mandatory appearance form to the member requiring the member to report for vest fitting.
  - 105.3. Both members and commanding officers shall be subject to discipline for failure to comply with a mandatory appearance form or failure to issue a mandatory appearance form, respectively, as outlined above.
106. The Quartermaster Unit shall maintain loaner vests that are within the manufacturer's warranty and fit for issuance to members in the event a member's vest has expired before receiving a new vest.
  - 106.1. BPD shall issue loaner vests to members only when necessary and for no more than 90 days.
  - 106.2. An employee with a loaner vest for more than 90 days shall not work in operational capacity until a new vest is issued and may be detailed to a non-operational role.
  - 106.3. The Department shall not issue a loaner vest that has been previously worn by a member while performing law enforcement activities.
107. If a member is removed from full-duty status, the member shall keep their current vest and are required to care for their vest as defined by departmental policy and according to the manufacturer's care instructions (found on the ballistic panels) and standard warranty (see Appendix B).
  - 107.1. If a member was removed from full-duty status prior to February 26, 2025 and relinquished their vest, the member shall be fitted by the Quartermaster and receive

a new vest before they can resume work in an operational capacity.

108. Whenever a member is injured/assaulted and the body armor is involved:

108.1. Ensure an immediate medical examination is provided to the member. Trauma may exist even though the vest has not been penetrated;

108.2. Ensure a written detailed Administrative Report, Form 95, is submitted, via official channels, to the Director, Asset Management Services; and

108.3. Inspect the body armor and determine if a replacement is needed.

### **APPENDICES**

- A. Insignia Pin/Enamel Shield Mounting Location
- B. Point Blank Standard Warranty (for soft body armor)
- C. Equipment Placement on Vests

### **ASSOCIATED POLICIES**

Policy 302,	<i>Rules and Regulations</i>
Policy 304,	<i>Suspension Procedures</i>
Policy 312,	<i>Professional Appearance Standards</i>
Policy 409,	<i>Firearms Regulations</i>
Policy 719,	<i>Conducted Electrical Weapon</i>
Policy 801,	<i>Overdoes Response and Investigation / Narcan Protocol</i>
Policy 824,	<i>Body Worn Cameras</i>
Policy 1005,	<i>Non-Uniformed Policing Standards</i>
Policy 1111,	<i>Batons/Impact Weapons</i>
Policy 1118,	<i>Oleoresin Capsicum Spray</i>
Policy 1737,	<i>Accommodation Procedure</i>
Policy 1811,	<i>Court/Administrative Procedures</i>
Policy 1902,	<i>Separation from Service</i>

### **RESCISSION**

Rescind Policy 1504, *Departmental Uniforms and Equipment*, dated 23 August 2018 and Directive 4.2. in PCM 25-03, *Soft Body Armor (Vest) Directives for Members Not on Full Duty*, dated 26 February 2025.

### **COMMUNICATION OF POLICY**

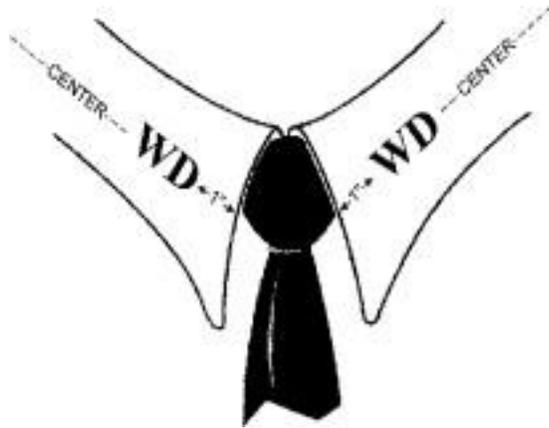
This policy is effective on the date listed herein. Each employee is responsible for complying with the contents of this policy.

**APPENDIX A**

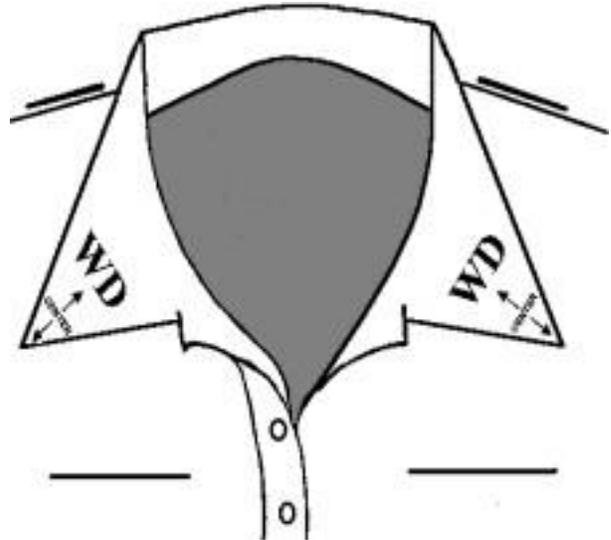
**Appendix A Insignia Pin/Enamel Shield Mounting Location**

UNIFORM SHIRT

Long Sleeve

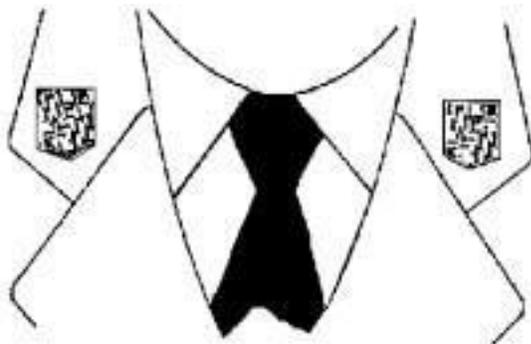


Short Sleeve

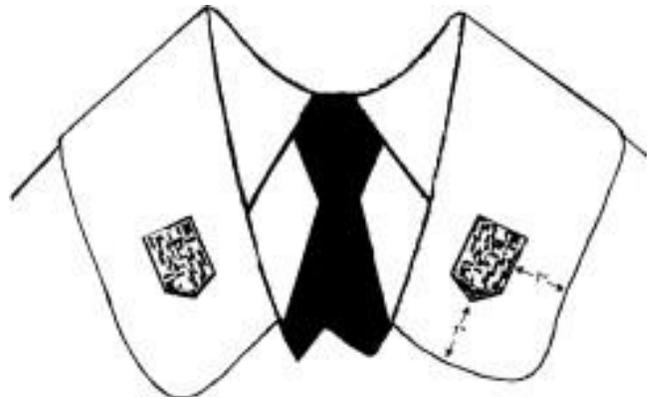


**NOTE:** To prevent insignia pins from being positioned too high or too low on the collars, members will fasten the pins in the **CENTER** of both collars so there is equal distance from the upper edge at the neckline to the bottom edge.

CLASS "A" DRESS BLOUSE



WINTER COAT



**APPENDIX B**

Contracts Department

**Standard Warranty**

201025

As used herein, Point Blank includes Point Blank Enterprises, Inc., and its brands including Point Blank Body Armor, PACA, PARACLETE, and Protective Products.

**1. Warranty - Outer Shell Carrier**

- 1.1. The outer shell carrier and other non-ballistic components are warranted to be free from material and manufacturing defects for 24 months from the date of issue to the individual user, as verified by the warranty card.
- 1.2. During the warranty period, any garment having a manufacturing or material defect, as determined through inspection by an authorized Point Blank representative, will be repaired or replaced at no cost to the customer.
- 1.3. The outer shell carrier warranty shall be void if the product has been altered, abused, or misused, stored improperly, or not cleaned in accordance with cleaning instructions.

**2. Warranty - Soft Ballistic Component**

- 2.1. The bullet/stab-resistant elements are warranted to perform to their NIJ-certified standard for a period of five years from the date of issue to the individual user, as verified by the warranty card.
- 2.2. The bullet/stab-resistant elements of this system have been tested and certified by the National Institute of Justice and passed the compliance requirements of the NIJ Standard for Ballistic Resistance of Personal Body Armor.
- 2.3. The ballistic elements are warranted to be of the same construction and design as the original NIJ certified model listed on the label.
- 2.4. During the warranty period, any soft ballistic component having a manufacturing or material defect, as determined through inspection by an authorized Point Blank representative, will be repaired or replaced at no cost to the customer.
- 2.5. During the warranty period, should the soft body armor ballistic panel cover be compromised (cut, torn or frayed); it should not be worn and immediately returned to the manufacturer for inspection and repair. If the damage is the result of normal wear and tear, the damage will be repaired free of charge. If however, the damage is the result of improper care, storage or abuse, determined solely by Point Blank, then Point Blank will advise the owner of recommended repair or replacement costs.
- 2.6. The ballistic/stab-resistant elements of this system will reduce the possibility of serious physical injury to the wearer in the areas covered by the ballistic or stab elements.
- 2.7. There should be no expectation of bullet or stab resistance in areas not covered by the ballistic or stab element. The ballistic or stab element is not warranted to be bulletproof or stab proof.

**3. Warranty – Helmet, Ballistic Plate, Blade Plate and Ballistic Shield – See Hard Armor Warranty in Use and Care Manual**

4. Point Blank will honor the above warranty for collective purchasing arrangements only when all entities involved have been identified and agreed upon by Point Blank Enterprises prior to purchase.
5. **Warranty – OEM Products** - Such products are sold by Point Blank "as is". Unless noted otherwise, Point Blank makes no warranty or representation for such equipment.
6. **This warranty does not cover and is void for:**
  - 6.1. Any garment, shield, plate or helmet altered or modified in any way other than Point Blank/ authorized factory alterations.
  - 6.2. Any ballistic or stab element that has been altered or modified in any way other than Point Blank authorized factory alterations.
  - 6.3. Any ballistic or stab element not in a Point Blank outer shell carrier, except as approved by Point Blank.
  - 6.4. Damage as a result of abuse or misuse.
  - 6.5. Damage as a result of improper storage or maintenance.
  - 6.6. Penetrations as a result of ballistic or stab testing.
  - 6.7. The results of any specific ballistic or stab testing.
  - 6.8. Injury as a result of bullets or other projectiles or instruments not impacting the ballistic or stab element.

**7. Saves Program - Should the bullet/stab resistant elements of a Point Blank system be damaged while preventing physical injury to the wearer, these components will be replaced free of charge by Point Blank.**

THE WARRANTED ITEMS HEREIN ARE EXPRESSLY IN LIEU OF OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR PARTICULAR PURPOSE AND OTHER WARRANTIES ARISING FROM A COURSE OF DEALING, USAGE OR TRADE. THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THE IMPLIED WARRANTY OF MERCHANTABILITY, WHICH EXTEND BEYOND THE DESCRIPTION ON THE FACE HEREOF. THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, THAT EXTEND BEYOND THE WARRANTY PERIOD SET FORTH HEREIN.

**THE WARRANTIES ARE SUBJECT TO MANDATORY ARBITRATION.**

8. Any controversy or claim arising out of this Warranty Agreement shall be decided finally by a sole arbitrator in an arbitration proceeding conducted in accordance with the American Arbitration Association's rules of commercial arbitration. The arbitration shall be limited solely to the dispute between the individual user and Point Blank, and neither the arbitration nor any portion of it may be conducted on a class-wide or class action basis. The arbitration shall be held in Broward County Florida and shall be governed by the laws of the State of Florida. The decision of the arbitrator shall be final and conclusively binding upon the parties and shall be non-appealable. Judgment upon the award of the arbitrator may be entered in any court of competent jurisdiction.
9. In any arbitration, Point Blank shall pay the reasonable costs of arbitration, including filing fees and the arbitrator's expenses. Point Blank and the individual user shall pay for their respective attorney's fees and costs, if any. Postponement and cancellation fees shall be payable, at the discretion of the arbitrator, by the party causing the postponement or cancellation. The individual user may opt out of this agreement to arbitrate by providing written notice of intention to do so to Point Blank within 60 days after the date of sale to the agency or the individual user.
10. POINT BLANK AND THE INDIVIDUAL USER AGREES THAT BY ENTERING INTO THIS WARRANTY AGREEMENT IT HAS VOLUNTARILY WAIVED THE RIGHT TO A TRIAL BY JURY. THE INDIVIDUAL USER WAIVES ITS RIGHTS, IF ANY, TO PARTICIPATE IN ANY CLASS ACTION BROUGHT AGAINST POINT BLANK IN CONNECTION WITH THIS WARRANTY.
11. YOU MUST COMPLY WITH THE PROVISIONS OF THIS WARRANTY, REGARDING THE RETURN OF PRODUCTS, HAVING MATERIAL OR MANUFACTURING DEFECTS OR COMPROMISED PRODUCTS PRIOR TO MAKING ANY CLAIM FOR ARBITRATION.

Title: Standard Warranty  
Effective Date: 01/01/2019  
Revision: 3

Print Date: February 2, 2021

Document #: 201025  
Page 1 of 1  
Revision Date: 01/01/2019

**APPENDIX C**

Images of vest with proper equipment placement.



