



Boulder Police Department Policy and Procedure

	Subject: Uniforms, Equipment, and Appearance Standards		General Order: 105
	Effective: October 22, 2024 Reviewed: October 15, 2024	Replaces: GO 105 January 25, 2019	Approved by:  Chief Stephen Redfearn
General Order Topic(s): 105-1 Classification of Authorized Uniforms 105-2 Uniform Requirements 105-3 Uniform Equipment 105-4 Commissioned Non-Uniformed Personnel Equipment 105-5 Body Armor 105-6 Other Uniformed Assignments 105-7 Uniform and Equipment Distribution 105-8 Appearance Standards 105-9 Court Appearances 105-10 Wearing Uniform Off-Duty 105-11 Exceptions		Accreditation Standard(s): LE 41.3.5, LE 41.3.6 Statutory References: C.R.S B.R.C Related General Orders: G.O. 225 Use of Force G.O. 226 Firearms	

POLICY

Because we are highly visible representatives of government and the policing community, our professional appearance is extremely important. The Boulder Police Department recognizes there are generally accepted norms of appearance within our community and it is important that department members present a professional conservative appearance. Therefore, the department establishes and maintains standards with respect to the uniforms, equipment, and professional appearance of its members while balancing comfort, safety, and utility. The uniform authorized by the department is the only uniform and equipment a member may wear.

PROCEDURES

105-1 Classification of Authorized Uniforms

- A. Class A: The Class A dress uniform for commissioned officers and sergeants includes; the uniform hat, long-sleeved uniform shirt, uniform pants, as approved, and necktie worn outside the shirt and secured with a department-issued tie clasp (of rank-appropriate metal color). No utility pants or specialized uniform pieces are authorized when a dress uniform is required. All commissioned officers must always maintain one full Class A uniform. The chief may also approve an alternate Class A uniform for motor officers.
 1. The Class A dress uniform for Command Staff includes the uniform hat, dark navy dress blazer with a metal badge and rank and years of service insignias as

approved, white long-sleeve uniformed shirt with rank insignia on collars, necktie, dark navy uniform pant, dress oxford shoes, primary or secondary handgun and one extra reload. Ballistic vests are not required when wearing the command dress uniform.

- B. Class B: The Class B uniform includes: a dark navy short or long sleeve shirt with a metal badge, metal nameplate, metal insignia, dark navy dress or utility pants (pants and shirts must be same style, e.g. utility shirt and pants or dress shirt and pants) and other required uniform equipment.
- C. Class C: The Class C uniform includes: a dark navy short or long sleeve utility shirt and utility pants with cloth badge, cloth name strip and cloth or embroidered rank insignia as approved, other required uniform equipment and concealed ballistic vest; or the department approved external ballistic vest carrier with cloth insignia and the approved accompanying uniform shirt with cloth insignia. No metal pins or other insignia shall be worn on the Class C uniform.
- D. Other uniforms (example: polo shirts with department insignias) may be worn for specialized assignments when appropriate and approved by command staff.

105-2 Uniform Requirements

Authorized uniform requirements for police officers include the following:

- A. Headgear
 - 1. Uniform hat (optional use): The dark blue, rounded hat is issued. The department's metal shield is attached to the center front of the hat. The shield and expansion band with buttons are silver-colored for officers and sergeants, and gold-colored for commanders, deputy chiefs, and the Chief. In addition, hats issued to the deputy chiefs and chief will have gold filigree trim on the bill.
 - 2. Ballistic/Riot Helmet: A protective helmet and face shield is issued and worn to protect officers in dangerous conditions. In riot conditions, officers wear their helmets with the face shield attached.
 - 3. Cap (optional use): An approved baseball-style cap with the approved department logo embroidered on the front is issued. The shape of the cap must be maintained in its original style and condition.
 - 4. Knit watch cap (optional use): A plain black knit cap capable of covering the ears may be worn in inclement weather.
- B. Jackets
 - 1. Duty jacket: A dark blue, winter-weight service jacket is issued. The department cloth badge is attached to the left center-front, a cloth name tag is attached to the right center-front, and the department shoulder patch is displayed on each shoulder. Years-of-service hash marks designating completed years as a Boulder police officer (one hash mark equaling five years-blue and white in color), may be worn on the outside left sleeve, near the cuff. Sergeant stripes are placed directly below shoulder patches; command rank insignia is placed on epaulets.
 - 2. Lightweight jacket (optional use): A dark blue lightweight jacket is issued. Insignia placement is the same as the duty jacket (above).

3. Sweater (optional use): A dark blue, wool, British commando-style sweater with padded shoulders and elbows is available. Except for command insignia, placement is the same as the duty jacket (above).
 4. Raincoat (optional use): A department-approved raincoat is issued with approved insignia and lettering attached.
 5. Safety vest: A safety vest with reflective stripes is issued and worn when directing traffic, conducting accident investigations, or in other circumstances when the officer or a supervisor determines that increased visibility is beneficial.
- C. Footwear (provided by the member)
1. Shoes: Plain black, laced, leather shoes or appropriate synthetic material are authorized. They must have rounded toes and low heels and must be cleaned and polished.
 2. Boots: Plain black, laced, or slip-on boots of leather or appropriate synthetic material are authorized. They must have rounded toes and low heels and must be cleaned and polished.
 3. Socks: Must be plain dark blue or black and must be crew-length or longer to cover the ankles. While wearing shorts, short socks can be worn but must be visible outside the shoe.
- D. Shirts
1. Uniform shirts: Long or short-sleeved, dark blue shirts with flap pockets and epaulets are issued. When a long-sleeved shirt is worn, sleeves must remain fully extended and buttoned. Uniform shirts are worn with every button but the top one buttoned unless worn with a tie. The department badge is worn over the left pocket, the department patch is affixed to each shoulder and the nameplate/name strip is centered over the right pocket. Sergeant stripes are attached directly below the shoulder patches. Command rank insignia is displayed on the shirt collars.
 - a. With the exception of Class C uniforms:
 - i. One department-approved collateral duty insignia may be engraved under the officer's name on the nameplate.
 - ii. Department-issued award ribbons (# not limited) and one assignment or training pin may be worn above the nameplate. The most esteemed award ribbon will be worn in the highest position in the rows of awards followed by other award ribbons, in order of precedence from the wearer's right to left. One assignment or training pin may be worn in the approved order of precedence (see GO105 Addendum). Ribbons/pins are worn ¼ inch above the nameplate, with ¼ inch between rows. No more than two ribbons/pins will be worn in one row. Officers will not start a second row unless they are authorized to wear two or more ribbons/pins. Any row that contains one ribbon/pin is centered over the preceding row.
 - iii. Department-approved insignias for members assigned to the Motor Unit may be worn ¼ inch above the nameplate or above ribbons and/or pins.
 - iv. A department-approved enameled rectangular version of the United States flag may be worn. The flag is worn ¼ inch above all other award ribbons and pins.
 - b. Blue and white years-of-service hash marks designating completed years as a Boulder police officer may be worn on the outside left sleeve, near the cuff as

follows:

- i. Commissioned police officers who have completed at least five years of service with the department are eligible to display years-of-service hash marks.
 - ii. Following five years of service with the department, commissioned officers with prior experience with other agencies may apply to their deputy chief for permission to display years-of-service hash marks commensurate with their prior service. Deputy chiefs should only consider the following as prior service: full-time employment as a sworn, non-military law enforcement officer assigned to patrol or investigative functions with authority to make arrests, enforce and investigate Federal or State or Local laws; statutory authority to carry a firearm for employment.
 - iii. Department members hired at the rank of commander or above may display years-of-service hash marks commensurate with their service years upon employment
 - c. Undershirts: When visible, undershirts must be dark navy blue or black.
- E. Pants
Dark blue uniform pants are issued and required when in uniform assignments. Department-approved utility pants may also be worn. Dark blue shorts may be authorized for specialized assignments. See section 105-6
- F. Neckties
A plain black necktie is issued and may be worn with the long-sleeved uniform shirt. The tie must be tucked between the second and third top shirt buttons
- G. Duty Belts
The issued equipment and under belts are made of plain black or synthetic leather as approved by the chief of police. All accessory items are of matching material and style.
- H. Identification
When on duty, members must carry department-issued identification on their person.

105-3 Uniform Equipment

Except as noted in General Order 105-1 (B), the following equipment is required:

- A. Mandatory equipment worn by all uniformed police officers includes:
 - 1. Authorized mace, baton, and/or Taser Energy Weapon (TEW), firearm, and ammunition (see General Orders 225, Use of Force and 226, Fire-arms). The primary Firearm must be worn in a holster attached to the duty belt.
 - 2. Portable radio and holder, as issued.
 - 3. Handcuffs and case, as issued.
 - 4. Bullet resistant vest, as issued (see 105- 5, below).
 - 5. Pager or cellphone, as issued.
- B. Mandatory equipment immediately available to all uniformed police officers includes:
 - 1. Hobble, as issued.
 - 2. Flashlight
 - 3. Gas mask, as issued.
 - 4. Helmet, as issued.
 - 5. Safety vest, as issued.
 - 6. Tourniquet

- C. Optional equipment includes:
 - 1. Plain black gloves.
 - 2. Keyholder
 - 3. Folding knife with a locking blade of no more than four inches.
 - 4. Traffic whistle with optional silver lanyard.

105-4 Commissioned Non-Uniformed Personnel Equipment

- A. Mandatory equipment worn by all commissioned non-uniformed officers while on- duty includes:
 - 1. Primary or secondary handguns and re-load.
 - 2. Exceptions may be made by the unit supervisor for operational needs.

105-5 Body Armor¹

- A. Issuance: The department issues body armor, which meets or exceeds current minimum protective standards prescribed by the National Institute of Justice, to each commissioned officer. The department contributes a fixed dollar amount toward the purchase of approved body armor. Officers may choose more expensive, approved body armor, but are responsible for any expenses above the allotted amount. The department replaces body armor if damaged and on a routine schedule according to NIJ guidelines.
- B. Use requirements: Commissioned officers are required to wear the issued body armor when in uniform. Except during undercover operations or as otherwise, authorized non-uniformed officers engaged in preplanned, potentially hazardous field action wear body armor as well².
- C. Maintenance: Officers are expected to maintain their vests according to the manufacturer's instructions and to regularly inspect them for damage or wear.
- D. External Vest Carriers: The department provides external vest carriers as an option. The carriers are custom fitted to the officer's ballistic panels and provide for alternative placement of required uniform equipment such as intermediate weapons, handcuffs, radio, etc. However, primary firearms may not be attached to the external carrier. Backup weapons worn on the carrier must be fully concealed and secured within the vest. CEWs worn on the external carrier must be in a department-approved security holster and worn on the opposite side of the body as the primary firearm. External vest carriers are only worn in the Class C configuration. Only department-issued external carriers may be worn.

105-6 Other Uniformed Assignments

Uniform standards or deviations from this policy for specialized assignments such as school resource officer, bike officer, motor officer, honor guard, civilian crash investigator, report specialist, and code and animal enforcement officers are determined by the administration.

- A. When in a uniformed assignment, officers will wear the standard approved uniform for the assignment. Pieces of uniforms from various assignments may not be combined. Exceptions may be made by the special events Commander for warm-weather off-duty assignments.

¹ CALEA 41.3.5

² CALEA 41.3.6

105-7 Uniform and Equipment Distribution

Each officer is issued a standard allotment of uniforms when hired. Uniform and equipment pieces damaged while on duty will be replaced with the approval of the member's commander. Uniform items that are no longer serviceable due to normal wear are replaced upon request, subject to budget constraints that require supervisor or commander approval. Any item that is replaced must be submitted to Central Supply in exchange for the new item. Items not enumerated in sections A and B below will not be purchased by the department. Central Supply is responsible for tracking the uniform and equipment issued to, as well as the dollar amount spent by, each officer. See addendum B for uniform and equipment.

The following optional uniform and equipment pieces may be issued with commanders' approval:

- A. Uniform sweater
- B. Rechargeable flashlight battery

105-8 Appearance Standards

Commissioned members and those whose assignments require that they wear a Boulder Police Department uniform are expected to maintain a neat, clean, well-groomed, professional appearance and to comply with the following general guidelines:

- A. Members are responsible for maintaining their uniforms in good condition. Uniforms must be clean and pressed. Faded or torn uniforms are prohibited. Leather must be polished and in good repair.
- B. Visible jewelry is restricted to conservative rings, wristwatches, and two, one stud-style earrings per ear and must not present a safety hazard. Enlarged or stretched holes to the earlobes are prohibited in General Order 105-8(E)(2).
- C. Male officers' hair must be neatly groomed and may not exceed the shirt collar in length. Extreme colors or styles are not permitted. Sideburns must be neatly trimmed and must not be extreme in style or connect with any mustache. Sideburns shall not extend below the bottom of the ear lobe. A mustache may be worn at the option of the individual; however, it will be neatly trimmed to a length above the upper lip and will not extend more than one inch below the corners of the mouth. Full beards must be maintained in a neatly trimmed manner, extending no more than ½ inch in length in any given spot.
- D. Female officers' hair must be neatly groomed. Hair that exceeds the shoulder in length must be secured back and away from the face and in a way that will not interfere with headgear or gas masks. Extreme colors or styles are not permitted.
- E. Tattoos and Body Ornamentation
 - 1. Uniformed or commissioned members may not appear on duty or in uniform with any visible facial, head, neck (above the collarbone) tattoos, or decals. Tattoos or decals on the hand are not permitted except for single bands around the fingers. Any visible tattoo that is obscene, sexually explicit, offensive, symbolizes violence, is affiliated with any gang, criminal or hate group, or advocates based on sex, sexual orientation, age, gender, race, religion, ethnic or national origin is prohibited.

If questionable, the Chief of Police will be the final arbiter as to whether a tattoo violates the above standard. If a tattoo violates any provision of the above, it must always be covered while on duty.

Tattoos that are deemed medically necessary or common cosmetic tattoos such as

permanent eyebrows, makeup, and skin discoloration repair are exempt from this policy.

2. Body Ornamentation shall include but is not limited to body (other than those covered in General Order 105-8(B)) piercing jewelry, intentional body mutilation, intentional scarring, or foreign objects intentionally inserted in/under the skin.

Members shall not wear any item of ornamentation in their nose, eyebrow, tongue, or any other location of the body that is visible during duty hours or any duty-related function.

Intentional body mutilation, piercing, branding, or intentional scarring is prohibited. Examples of prohibited intentional mutilation include but are not limited to split or forked tongues, abnormal shaping of the ears, eyes, nose, or teeth, foreign objects inserted under the skin to create a design or pattern, enlarged or stretched-out holes in the ears (other than normal piercing) and intentional scarring that is visible.

The use of gold, platinum, or other veneers or caps for the purposes of ornamentation is prohibited. Teeth, whether natural, capped, or veneer, will not be ornamented with designs, jewels, initials, etc.

Contact lenses, if worn on duty, shall be in a natural eye color. Red, orange, silver, and other unnaturally colored contact lenses, or colors when worn that create an unnatural eye color, and contact lenses with graphic designs of any kind are prohibited.

105-9 Court Appearances

Members testifying in county or district court wear either a class A or B uniform or business attire.

105-10 Wearing Uniform Off-Duty

Members do not wear components (i.e. jacket, cap, etc.) of the uniform while in plain clothes, whether on or off duty, with the following exceptions:

- A. During call-out incidents or when on- duty, plain clothes personnel are responding to active crime scenes. Acceptable items are hats, jackets, sweaters, and/or protective clothing.

Members may wear their complete uniform, including a gun belt and all required equipment while traveling to and from work. If a member is dressed in partial uniform and not fully equipped during such travel, they shall wear a jacket or other clothing to conceal their visible uniform.

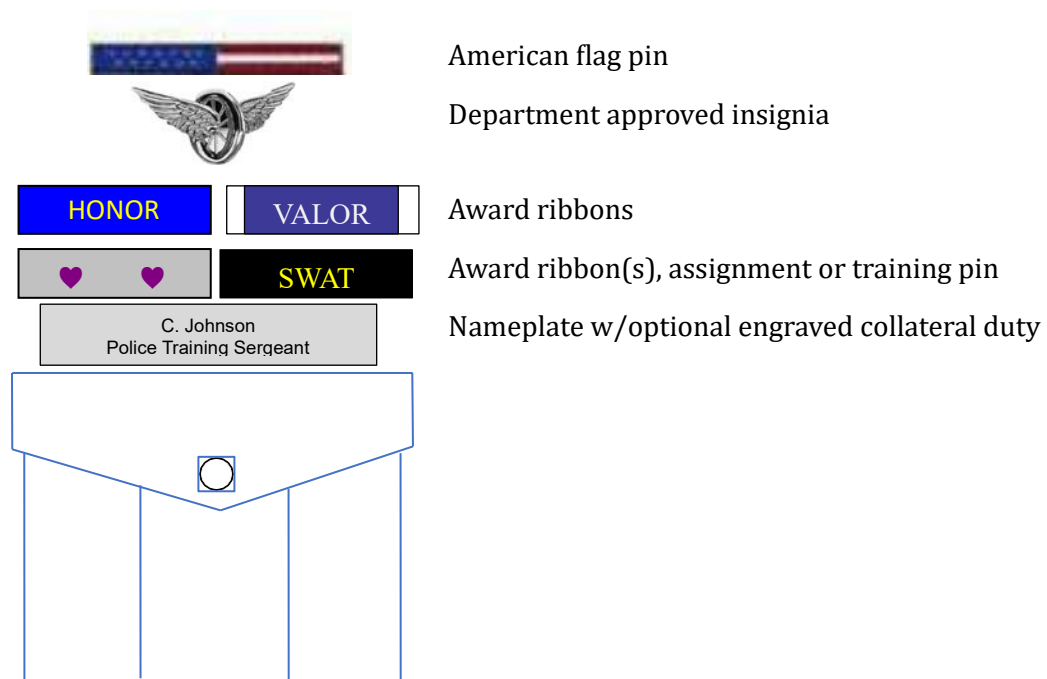
105-11 Exceptions

Supervisors may grant short-term exceptions to this policy for specific duties or assignments that necessitate more casual attire. Long-term exceptions to this policy may be granted by the Chief of Police.

Appendix A – Approved Award Ribbons and Pins
G.O. 105 Uniforms, Equipment and Appearance Standards

As per General Order 105, only department-approved award ribbons and one assignment or training pin may be worn over the officer's nameplate in order of precedence. Approved ribbons/pins and approved order of precedence are as follows:

Medal of Honor, Medal of Valor, Medal for Life Saving, Purple Heart, Hazardous Duty, Award for Excellence, STAR Award, BETH HAYNES Memorial Award, ERIC TALLEY Award, Wellness Award, Assignment, Training.



Department-approved insignias may be worn by members assigned to the Motor Unit may be worn ¼ inch above the nameplate or above ribbons and/or pins.

- a) Collateral duty assignments that may be engraved on the uniform nameplate are:

Bomb Squad	Officer Survival
Crisis Intervention	Instructor
Team CPR/1 st Aid Instructor	Peer Support Team
Crime Scene Investigator	Training Officer
Defensive Tactics Instructor	Special Weapons and
Driving Instructor	Tactics
Firearms Instructor	Wellness Team or
Honor Guard	Instructor
- b) If not engraved on the nameplate, assignment, and training pins that may be worn above the nameplate on the uniform shirt: SWAT, PTO, CSI, CIT, Honor Guard, Bomb Squad, King Soopers Response, FBI National Academy and SMIP.
- c) The department approved American flag pin measuring 1 ¾" x 5/16" may be worn above all pins.

Appendix B – Uniform and Equipment Provided and Purchased by the Department
G.O. 105 Uniforms, Equipment and Appearance Standards

1. Bullet-resistant vest (external carrier optional)
2. Uniform hat and cover
3. Baseball-style hat
4. Helmet with shield
5. Jacket, lightweight
6. Jacket, duty
7. Needle-resistant gloves
8. Safety vest
9. Uniform shirt (long and short sleeved)
10. Uniform pants and utility pants
11. Badges and insignia
12. Flat badges (for non-uniformed assignments)
13. Belts and accessory pieces. (Holster and magazine pouches are replaced no more frequently than once every three years for members who opt to change their firearms. An exception is given when the accessory needs are based on an assignment change.)
14. Under belt
15. Flashlight and holder
16. Leather pocket notebook holder
17. Spit guard
18. Gas mask
19. Belt keepers
20. Handcuffs and case
21. Pepper spray and holder
22. Hobble
23. Nameplates
24. Portable radio and holder
25. Traffic whistle w/lanyard
26. Holster
27. Magazine pouch
28. Necktie and tie bar (silver or gold)
29. Mic holder
30. Traffic template
31. Fingerprint kit
32. Carry bag

Appendix B – Uniform and Equipment Provided and Purchased by the Department
G.O. 105 Uniforms, Equipment and Appearance Standards

- 33. Expandable baton with holder
- 34. Standard issue firearm and other weapons as specified in General Orders 225, Use of Force, and 226, Firearms.
- 35. Other uniform pieces are designated for special uniformed assignments, as determined by the administration.