

	Lakewood Police Department Policy and Procedure	Effective Date: 08/26/2025
	Policy Number: PP-4020 POLICE UNIFORM	

A. Policy - None

B. Procedure

The procedure describing the police uniform will be defined in four categories:

1. Issued Equipment

- a. The official police uniform of this department includes items currently authorized for issue or wear. A specific list of items issued to each individual shall be maintained by patrol supply.
- b. Civilian clothing may be authorized for wear by on - duty sworn personnel upon approval of the Chief of Police or an employee's Division Chief when it is determined that civilian clothing is more appropriate for a job assignment than the police uniform.
- c. Neither the official department uniform, nor parts of the uniform (other than weapon, ammunition, ammunition holder, handcuffs, and handcuff case) are worn off duty, except:
 - (1) When traveling to and from work.
 - (2) When appearing in court regarding a duty-related matter.
 - (3) When engaged in an official auxiliary department function.

2. Optional Equipment

- a. In order to provide a more practical choice of uniform wear, depending on the situation and weather conditions, optional wear may include the pullover sweater, fleece jacket, nylon web gear, and exterior vest.
- b. A list of optional uniform apparel has been established and shall be maintained by supply. Examples include pullover sweater, fleece jacket, nylon web gear, and exterior vest.
- c. Optional equipment must be purchased and maintained by the employee.

3. Non-authorized Equipment

- a. Non-authorized items of clothing or equipment must be authorized by the employee's Commander.

4. Identifiers, insignias and medals

- a. Official department medals, when issued, are worn with the department uniform, and are worn centered on and immediately below the second stitch on the left pocket flap of the uniform shirt. When a recipient receives a second medal of the same type, a ribbon with an oak leaf cluster shall be issued and worn on the official department uniform.

- b. Department Personnel who receive an award from another law enforcement agency which includes the presentation of a uniform ribbon, may wear that ribbon on the official department uniform.
- c. Personnel who graduate from the FBI's National Academy or Northwestern University's School of Police Staff and Command are awarded uniform ribbons from those organizations. These ribbons may be worn on the official department police uniform.
- d. The official department nameplate is worn with the department uniform centered on and affixed so that the entire nameplate is immediately above the top stitch on the right pocket flap of the uniform shirt.
- e. Department issued insignia pins consisting of alphabetic letters that identify a specialized function, e.g. CIT, CSI, or FTA are worn centered above the nameplate. Up to three such insignia may be worn provided they are part of one single, horizontal bar. Because the bars are longer and more prone to breaking, personnel choosing this option will do so at their own expense. Otherwise, two individual department issued insignia pins are authorized for wear. Alphabetic insignia shall measure ¼ inch in height. Up to two-unit pins, such as the ones worn by SWAT and the Peer Support Team are also authorized.
- f. All sworn personnel with the rank of Sergeant or above wear the insignia of their rank upon the official department uniform in the manner prescribed below:

Chief of Police - Four gold stars are affixed to each side of the collar of the uniform shirt.

Division Chief - Two gold stars are affixed to each side of the collar of the uniform shirt.

Commander - One gold star is affixed to the center of each side of the collar of the uniform shirt.

Sergeant - Cloth Sergeant chevrons are worn on both sleeves of department uniform shirts and the uniform winter jacket with the point of the chevron centered 1/2 inch below the bottom edge of the department patch. Sergeants with at least 15 years' experience as an LPD Sergeant shall wear a rocker added to the bottom of the chevron displayed on their uniform shirt and winter jacket. The most senior sergeant in the Patrol Division shall wear insignia with a single star centered below the bottom of the chevron.

- g. Sworn personnel that are currently enlisted in the military or are veterans/retired are authorized to wear a 1" x 1" military pin on the police uniform for the following branches of the military:

- United States Navy
- United States Army
- United States Air Force
- United States Space Force
- United States Marine Corps
- United States Coast Guard

The military pin will be worn centered on the pocket below the badge.

C. Rule

1. Uniformed personnel may choose any approved combination of uniform to include issued and optional items. Agents shall maintain one full dress uniform consisting of one pair of regular style

(non-cargo) pants, long sleeve shirt, necktie, and either black basket weave or black nylon duty belt and gear. The dress uniform shall be worn at all formal events, e.g. funerals, award ceremonies, or council presentations, or at the direction of the chief of police.

2. Other than department - issued belt, shoes, handcuffs, and handcuff case, no items of the official department uniform are worn with civilian clothing when on duty. Exceptions will be determined at the discretion of the employee's Commander.
3. Maintaining issued and optional uniform items in clean, neat, functional condition is the responsibility of the personnel to whom the items were issued. Periodic inspections will be completed by supervisors.
4. Personnel required to wear the department uniform have the option of wearing the issued long sleeved shirt or short-sleeved shirt. A necktie, black turtleneck shirt, or black mock turtleneck shirt or a black t-shirt may be worn with the long-sleeved shirt. Either a black or white t-shirt is authorized for wear with the short-sleeve shirt.
5. The issued jacket is worn at the discretion of the employee. It is worn with shoulder patches, service stripes, nameplate or embroidered nametape, and cloth badge. The nameplate or embroidered nametape will be affixed above the seam on the right pocket. The embroidered name on the tape will be silver for agents and sergeants and gold for commanders and above.
6. Personnel required to wear the department uniform have the personal option of wearing the issued low - quarter uniform shoes, the issued uniform boots, or optional authorized footwear with the department uniform. All foot wear must be black, and capable of being highly shined.
7. The department issued helmet, the issued black knit watch cap, and optional baseball-style cap are the only head gear authorized to be worn with the uniform. Baseball-style caps shall be of a department approved color and design. They shall only be worn during periods of adverse weather conditions, e.g. rain, snow, extreme heat, etc. The caps are not to be worn indoors or while on routine patrol. This policy does not apply to SWAT or other special units for which ball caps are authorized while engaged in specialized activities.
8. The official police badge of the Police Department is worn with the official department uniform, and is affixed to the tabs provided on the uniform shirt. The department issued cloth badge or the embroidered badge are authorized for wear exclusively on the standard issue uniform jacket, polo-style "soft" uniform shirts, approved "raid" jacket, or the optional pullover knit sweater. They are worn on the upper left chest area.
9. All uniformed personnel shall wear the official department uniform while on duty in the manner prescribed in the above sections of this order unless the Chief of Police or an employee's Division Chief specifically authorizes exceptions to the regulations contained in this order.