



CEDAR RAPIDS POLICE DEPARTMENT

Cedar Rapids, Iowa

APPLIES TO:

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POLICY TITLE:	<i>Clothing and Equipment</i>	STANDARD/REF #:	17.5.1b; 22.1.6; 41.3.4; 41.3.5; 42.2.4f
APPROVED BY:	<i>David Dostal, Chief</i>	REVIEWED DATE:	7/21/2025
	<i>Administrative</i>		
REQUIRED REVIEWERS:	<i>Operations Captain; Quartermaster</i>	REVISED DATE:	7/21/2025

POLICY/PURPOSE:

The purpose of this directive is to provide guidelines for all employees on uniforms, appearance and equipment. All employees shall maintain a neat and clean appearance at all times during compensable hours of employment. In the event the circumstances of work require that an employee become disheveled, wet, or soiled, the employee shall be responsible for cleaning and, if necessary, changing the duty uniform, clothing, or equipment as soon as practical while on duty.

Upon reporting for duty and throughout the shift, all personnel shall be attired in a clean and well-fitted uniform or clothing devoid of tears, rips, holes, frayed edges, and visible stains. Leather gear, if worn, shall be clean and polished. It is the sole discretion of a supervisor to determine whether employees meet this standard.

No item of equipment, tags, pins, ribbons, or clothing, other than those required or authorized by the Chief of Police shall be carried or worn on duty.

In the event of operations of a special police nature, the supervisor in charge of the detail may waive any provision of this regulation.

Employees are responsible for wearing the proper and complete department uniform in the prescribed manner. Criminal Investigation Division personnel and personnel in non-uniform assignments will wear business or business casual clothing. All officers regardless of assignment will conform to the required grooming standards unless specific authorization has been granted by the Division Commander for special assignments. Grooming standards may be waived for medically prescribed reasons. Request for waivers should be forwarded to the Chief of Police for approval.

IDENTIFICATION CARDS:

All employees and volunteers of the Cedar Rapids Police Department will be issued an entry badge that will allow access to the police department and other city buildings. Receipt of this entry badge will be documented in the quartermaster file and loss will be reported immediately. Employees will also be given a photo identification card that can be viewed by the public upon individual request. The front of the identification cards will note the person's name, position within the organization, and pin number (if applicable). The purpose of the identification card is to ensure the public can identify you as a law enforcement officer and be certain the person they are dealing with is in fact an officer of the Cedar Rapids Police Department. This promotes public confidence and officer accountability.



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WEARING THE UNIFORM:

The City of Cedar Rapids will issue uniform items to each officer in a base issue and issuances dependent on specialty assignments or responsibilities. The uniform will be worn in a manner to present a neat and orderly appearance.

UNIFORM REPLACEMENT:

Worn or damaged uniform items will be replaced so that each item prescribed presents suitable appearance. Requests for uniform replacement shall be submitted by email through the first supervisor in the chain of command and to the department quartermaster. The supervisor will verify the need of an item requested and approve or disapprove the item. Notification of disapproval will be to the quartermaster and the requestor.

SURRENDER OF DEPARTMENT UNIFORMS:

Upon separation from the department, each officer shall return all departmental uniforms and equipment items that were issued. The department quartermaster will verify return of items and clear the employees clothing and equipment register. The employee is financially responsible for any city issued items that are not returned.

UNIFORM SPECIFICATIONS – AUTHORIZED:

The particular specifications for any uniform, or part of a uniform, and changes for such uniforms, shall be determined by the Chief of Police.

UNIFORM SPECIFICATIONS – MAINTENANCE:

The Captain of the Administrative Operations Division shall be responsible for maintaining a complete and current file of departmental uniform and equipment specifications. Issuance of items and management of the uniform system will be through the department quartermaster.

UNIFORM MAINTENANCE:

Officers shall keep uniforms clean and pressed. Badges and buttons shall be kept clean and bright. All accessories, including hats, worn with the uniform shall conform to the department specifications as set forth by the Chief of Police.

HATS:

Hats shall be worn straight on the head and not tilted to the rear or side. The uniform dress hat will be worn at the option of the officer while wearing the Class B Uniform and will be worn with the Class A Uniform. Only department issued baseball hats with the CRPD logo will be allowed for daily wear. Authorized stocking hats are those that are all black or those that display the CRPD logo.

Hats shall not be worn by personnel inside police headquarters.



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MIXED CLOTHING:

Uniformed employees shall wear only the uniform specified for their particular rank and assignment.

NON-REGULATION UNIFORMS, INSIGNIA, & DECORATIONS:

Officers shall not wear any uniform or equipment not conforming to specifications set forth by the Chief of Police, nor shall officers affix to any outer part of the uniform any badge, button, insignia, or decoration not issued by the department without the approval of the Chief of Police.

UNIFORM:

The Class B (duty) uniform shall consist of long or short sleeve (blue) shirt, pants, necktie or mock turtle neck (worn with long sleeve shirt only) or navy, black or white crew neck t-shirt, black shoes or boots, black socks. Shoes and boots shall meet department specifications. Type of jacket to be worn is dependent on weather conditions. The Watch Commander shall be responsible for uniformity of the watch.

Class A Uniform (Officer/Sergeant) shall consist of blue long sleeve shirt, blue pants without cargo pockets, blue tie, black socks, black shoes or boots and uniform hat when outdoors or as directed.

Class A Uniform (Lieutenant and above) shall consist of blue coat with gold pipping on sleeves, blue pants with gold stripe down the seam, white long sleeve shirt, black tie, black socks, black shoes and uniform dress hat when outdoors or as directed.

UNIFORM SHOES AND BOOTS:

Shoes and boots are furnished to officers through a clothing allowance set by collective bargaining contract. When wearing the uniform, shoes shall be solid black (with no color accents) and able to be polished, clean, and in good condition. Bicycle officers may wear a black, running, biking, sneaker or tennis style shoe when wearing the uniform specific for those assigned duties.

PROTECTIVE CLOTHING:

The wearing of waterproof cap covers, raincoats, and rubber footwear is authorized during inclement weather at the option of the individual.

INSIGNIA OF RANK:

Insignia of rank shall be as follows:

Chief.....Four Stars

Deputy Chief.....Three Stars

Captain.....Two Gold Bars

Lieutenant.....One Gold Bar

Sergeant.....Three Gold Chevrons



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Police Officer.....No Designation

Collar brass shall be worn when in uniform. Embroidered collar insignia is authorized for under vest or base shirts.

SPECIAL BADGES, PATCHES, AND RIBBONS - AUTHORIZATION:

Special patches and recognition badges may be authorized to be worn on the uniform at the discretion and approval of the Chief of Police. All requests for the wearing of such specialized badges shall be directed through the chain of command to the Chief of Police for approval.

RIBBON BARS:

Ribbon bars awarded to department employees will be worn on the uniform shirt centered above the nametag. When wearing multiple ribbon bars, the bars will be worn centered above the nametag in order of precedence from top to bottom. Officers are required to wear their department issued ribbons in the Class A uniform and highly encouraged to wear them in the Class B uniform.

UNIFORM NAME BAR:

Uniform name bars with service tabs are issued by the department. The name bars will be displayed on uniform shirts. The name bar will be affixed even with the top of the right, breast pocket and centered. Name bars and service date tabs are required in both the Class A and Class B uniform. Velcro name plates or name bars shall be affixed to exterior ballistic vest carriers.

AUTHORIZATION OF THE USE OF SERVICE BARS AND PLACEMENT ON UNIFORM:

The use of service bars will be authorized to all officers of the Cedar Rapids Police Department. A single bar will be issued for each five (5) years of completed service. The bar will be worn on the left sleeve of the long-sleeve shirts, up 3-½ inches from bottom of cuff and ½ inch from the pressed crease. Officer's service bars will be silver in color and the commander's will be gold in color.

AUTHORIZED PINS:

Special pins authorized for wear on the departmental uniform will be attached approximately ¼ inch above and centered on any department award. Only one special pin shall be worn on the uniform at a time.

MOURNING BAND:

The use of mourning bands will be determined by the Chief of Police or designee and will follow the criteria below:

- The mourning band will be utilized to honor fallen law enforcement officers, both within the Cedar Rapids Police Department and outside agencies.



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- The black mourning band will be placed horizontally across the officer's badge and under the safety clasp so that it will be held in the proper position.
- Mourning bands will be worn beginning at the time of death until midnight the day of the officer's funeral.
- Mourning bands will also be allowed to be worn when personnel are attending a funeral or memorial service as an official representative of the department.

TIE CLIPS AND TACKS:

When wearing the winter uniform, tie clips and tacks will be authorized. Such tie tacks and clips shall not distract from the uniform, shall not be offensive to any race or segment of society or group, shall not present a satirical or humorous impression to the public; and shall not be of such size or design as to be impractical, dangerous, or dysfunctional.

TOURNIQUETS:

All officers are trained in the use of tourniquets. Officers are highly encouraged to carry their issued tourniquets on their person while on duty.

- If a tourniquet is used, it should be replaced. Contact the Department Medical Lead for replacement tourniquets.

PERSONAL UNIFORM AND EQUIPMENT FURNISHED BY THE DEPARTMENT REQUIRED FOR UNIFORM OFFICERS:

[17.5.1b; 22.1.6; 41.3.5]

The following uniform and equipment items are furnished to the officer. These uniform and equipment items will be of the type prescribed by the Chief of Police and worn or carried in an appropriate manner. Items with expiration dates will be managed by the quartermaster. The basic issue for each police officer is as follows:

- 1 - Raincoat
- 1 - Winter duty jacket with liner – waist length
- 1 - Police Uniform Dress Hat
- 1 - Hat badge
- 1 - Short sleeve uniform shirt
- 1 - Long sleeve uniform shirt
- 3 – Short sleeve under vest/base shirt
- 3 – Long sleeve under vest/base shirt
- 4 – Class B Pants
- 1 – Class A Pants
- 1 – Necktie
- 1 – Winter head gear



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- 1 – Inner belt – (shall be worn under equipment belt)
- 1 – Equipment belt
- 1 – Gun holster – Issued holster with an active mechanical retention device
- 1 – Handgun
- 2 – Reserve Ammunition Magazines
 - Magazines extending more than 1 inch beyond the butt of the gun, will not be permitted
- 1 – Magazine pouch
- 1 – Single Rifle Magazine pouch for equipment belt (optional and purchased by officer)
 - Shall be black in color
- 1 – Weapons permit (218 card) (County Weapons permit is issued by the Sheriff's Dept.)
- 1 – Set of issued handcuffs
- 1 – Handcuff case (2) if second set of handcuffs
- 1 – Name plate with serving since tab
- 2 – Rank insignia for commanders
- 1 – Rank insignia each of (CR) and (PD) for officers
- 1 – Uniform badge
- 1 – Reflective vest
- 1 – Body armor
- 1 – External Body Armor Carrier
 - For optional accessories, refer to the Body Armor directive
- 1 – Taser with up to 2 cartridges
- 1 – Chemical agent holster
- 1 – Chemical Agent Canister
- 1 – ASP Baton
- 1 – ASP Baton Holster
- 1 – Flashlight (rechargeable)
- 1 – Portable radio (wt) with extended microphone and optional earpiece
- 1 – Portable radio charger
- 2 – Portable radio batteries
- Notebook / Pen
- Department ID/Access Badge

REQUIRED EQUIPMENT – UNIFORMED OFFICERS:

Many of the above issued items are optional for uniformed officers to wear and may depend upon weather conditions. Officers in uniform (on-duty and extra-duty) shall carry the following equipment while outside of the station:

- Handgun



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- 2 Reserve Magazines
- Taser
- Issued chemical agent
- ASP baton
- Handcuffs (minimum one set)
- Portable radio (wt)
- Body camera
- Appropriate uniform with badge
- Weapon's permit
- Department ID/Access Badge

EXCEPTION TO POLICY:

Uniform officers in administrative assignments may be authorized by their division commander to not wear the uniform equipment belt. These officers will be required to wear a department-issued service weapon in an issued holster with an active mechanical retention device, a magazine holder and a cuff case on their belt.

EQUIPMENT SPECIFICATIONS:

The quartermaster and each specialty section shall be responsible for maintaining a complete and current file of specifications pertaining to their function.

SPECIAL EQUIPMENT ISSUED AS NEEDED:

Officers are issued chemical spray, helmets, and other special equipment as deemed necessary for the effective performance of duties. Specialty assignment equipment will be issued by the department quartermaster in conjunction with the specialty commander or unit leader. This equipment will be documented on the officer's clothing and equipment register.

AIR-PURIFYING RESPIRATORS (APRs):

- All APRs and canisters will be assigned and issued to patrol officers and commanders by the quartermaster. Each APR will be issued with one canister. Officers will have the APRs and canisters readily available in their patrol vehicle for use while on duty. Spare APR canisters will be kept in the equipment room. The commander in charge will have access to the area if needed.
- Officers will be required to have a fit test done with their issued APR annually. In addition, officers are required to have a physical examination reference their issued APR. The City Safety Office will arrange the testing and examination.
- Officers will participate in an annual training session involving the use of the APR.



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- Any time an APR and canister are used; the officer using them shall discard the canister and clean the mask. Such usage shall be reported to the commander in charge who will leave a memo for the quartermaster, who in turn will keep the supply of canisters up to date.
- APRs and canisters will be inspected monthly by shift commanders. Each mask will be inspected for cracks in the rubber, broken straps, and cracked face shields, before being issued. One canister will be placed on the APR and the officer will denote on the canister the expiration three (3) years from the date the canister was opened. It will be the responsibility of the officers using the canisters in a contaminated environment to notify the commander in charge of such usage and to clean the mask.
- It will be the responsibility of the quartermaster to replace canisters as they approach the end of their shelf life or as they are needed.

REQUIRED EQUIPMENT – PLAIN CLOTHES OFFICERS: [22.1.6]

Officers, while on duty in plain clothes, shall carry the following equipment:

- Flashlight (at night)
- Weapons permit
- 1 – set of issued handcuffs
- Identification card
- Department Access badge
- Police badge (on optional badge holder)
- Notebook
- Pen
- Semi-automatic pistol (as designated by the Chief of Police)
- Issued holster with an active mechanical retention device
- One (1) spare magazine for semi-automatic pistol
- In addition, plain clothes officers will carry at least one of the following less lethal weapon options:
 - Taser
 - OC
 - ASP Baton
 - Street Defender

SPECIAL EQUIPMENT - REQUIRED:

Upon command decision, officers shall be required to carry that special equipment which is deemed necessary for the effective performance of duties.



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EQUIPMENT CARRIED ON PERSONS – OFF DUTY:

All officers, while off duty and in the public within the City of Cedar Rapids, may be equipped with the following:

- Badge, identification card, weapons permit
- Department approved weapon – loaded
- When carrying a department weapon off duty, officers will carry the weapon permit and department-issued 218 card or badge for identification if weapon is drawn.

REPLACEMENT OF NON-SERVICEABLE UNIFORMS OR EQUIPMENT: [17.5.1b]

When an issued uniform or equipment item becomes non-serviceable the item should immediately be turned in and replaced. When the quartermaster is not available all items will be turned in to the Watch Commander who will issue a spare item, if available, from the command vault. The Watch Commander will document all issuances and notify the quartermaster and any specialty (firearms, Taser) that the item relates too. The item to be replaced will be repaired or a permanent re-issue will be completed by the quartermaster/specialty affected.

INDIVIDUAL CLOTHING AND EQUIPMENT REGISTER:

Each officer has an individual equipment register in the quartermaster file system. This register will be updated for every piece of issued or returned equipment.

The individual and on-hand inventory item registers are maintained and updated by the department quartermaster or their designees.

NON-UNIFORM DRESS CODE

Employees, unless otherwise directed, will work in appropriate business attire or business casual attire when authorized by the division commander or supervisor. Business-casual attire will consist of slacks and dress shoes or boots combined with dress shirt, blouse, or polo-style shirt. Shirts will be tucked in unless designed to be worn outside. Appropriate sweaters are permissible. Employees are expected to present themselves in attire that is appropriate to the nature of work planned for the day. Examples of unacceptable casual dress articles:

- Shorts, tank tops, t-shirts, jeans, or cropped pants.
- Worn clothing with rips, holes, or stains.
- Flip flops
- Fleece wear (sweatshirts, jog suits, etc.).
- Any type of shirt, jacket, or pant bearing obtrusive logos, symbols, names, or messages.

Exceptions may be granted by a supervisor depending on type of assignment, activity, or work environment.



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LIGHT-DUTY DRESS CODE:

Officers on light-duty shall wear their issued uniform while on light duty. Officers having an injury that prevents them from wearing the uniform may dress in conformance with the Non-Uniform Dress Code with their supervisor's permission.

COURT ATTIRE:

Employees shall wear business attire (for men dress slacks, collared shirt, coat, and tie; and women pant suits, tailored dresses, as well as skirts with a blouse and jacket) for Federal Court and all jury trials. Uniforms may be substituted for business attire, except for Federal Court where uniforms are not permitted. Attire for all other court proceedings shall be, at minimum, business casual (see non-uniform dress code.)

- Refer to Court Appearance and Civil Actions for additional information.

TRAINING DRESS CODE:

Attire worn by employees in uniform, plain clothes, and in training should reflect a manner of professionalism upon the police department. Officers will follow proper dress attire during training days just as during their normal duty assignments. Outside agencies attending training at the CRPD will be expected to follow these same requirements. If officers attend training off-site by another agency, this dress code shall still be followed, unless the instructing agency has specified in writing other attire.

- Minimum standard of attire for all classroom training at the CRPD:
 - A shirt with a collar
 - Tactical pants, dress pants, or respectable blue jeans in good shape and without holes
 - Dress shoes, duty footwear, respectable athletic shoes
 - ¾ Zip Sweaters/ Pullovers
- The following attire will not be approved for classroom:
 - Shorts, with the exception of PT/DT training
 - Flip-flops
 - T-shirts as outer wear
 - Clothing with any offensive logos
- Minimum standard of attire for the range, non-classroom activities, and training days that included mixed activities:
 - T-shirts
 - Tactical pants or blue jeans
 - Closed-toe footwear such as duty boots or athletic shoes



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- The following attire will not be approved for the range and non-classroom activities:
 - Flip-flops
 - Sandals
 - Open-toed shoes
 - Shorts with the exception of PT/DT
 - T-shirts with offensive logos

All officers shall have normal duty attire (according to their usual assignments) available in case of change in training or additional resources are needed elsewhere.

AUTHORIZED PERSONAL EQUIPMENT: [41.3.4]

Sworn uniformed employees may be allowed to use certain items that they supply themselves which are not issued by the department. If an employee chooses to use an item that is not issued by the department, the employee will be responsible for the initial purchase, replacement, and any other expenses. Employees should also be cognizant that personally supplied equipment may be logged as evidence in certain circumstances.

Sworn – Uniformed:

- Weapons
 - Duty Knife
 - Off-Duty/Backup Firearms
 - Rifle
- Flashlight
- Clothing – solid black or dark blue/navy in color with no logos
 - Gloves (other than allowed in boot/glove allowance)
 - Officers shall be aware of any dexterity issues and restrictions with the use of firearms and other equipment
 - Balaclava/Face mask
 - As authorized by a commander for extreme weather conditions and/or extended exposure to the wind/cold
 - Headgear
 - Stocking Hat
 - Headbands
 - Earmuffs

Refer to the following directives for additional specifications and requirements:



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- Appearance
- Authorized Weapons and Ammunition

Uniformed Civilians:

The following employees will follow their own established guidelines:

- Animal Control
- JCA
- Property and Evidence/Vehicles