

Uniform Regulations

1044.1 PURPOSE AND SCOPE

The uniform policy of the Kitsap County Sheriff's Office is established to ensure that uniformed members will be readily identifiable to the public through the proper use and wearing of department uniforms. Employees should also refer to the following associated policies:

- Department Owned and Personal Property
- Body Armor
- Personal Appearance Standards

The Uniform and Equipment Specifications manual is maintained and periodically updated by the Sheriff or his/her designee. That manual should be consulted regarding authorized equipment and uniform specifications.

[See attachment: Corrections Division Uniforms \(2019\).pdf](#)

[See attachment: KCSO Uniform Specifications updated 3-1-19.pdf](#)

The Kitsap County Sheriff's Office will provide uniforms for all employees required to wear them in the manner, quantity and frequency agreed upon in the respective employee group's collective bargaining agreement.

1044.1.1 DEFINITIONS

Reasonably identifiable – The deputy's uniform clearly displays the deputy's name or other information that members of the public can see and the office can use to identify the deputy (RCW 10.116.050).

1044.2 WEARING AND CONDITION OF UNIFORM AND EQUIPMENT

Sheriff's employees wear the uniform to be identified as the law enforcement authority in society. The uniform also serves an equally important purpose to identify the wearer as a source of assistance in an emergency, crisis or other time of need.

- (a) Uniform and equipment shall be maintained in a serviceable condition and shall be ready at all times for immediate use. Uniforms shall be neat, clean, and appear professionally pressed.
- (b) All peace officers of this department shall possess and maintain at all times, a serviceable uniform and the necessary equipment to perform uniformed duty.
- (c) Personnel shall wear only the uniform specified for their rank and assignment.
- (d) The uniform is to be worn in compliance with the specifications set forth in the department's uniform specifications that are maintained separately from this policy.
- (e) All supervisors will perform periodic inspections of their personnel to ensure conformance to these regulations.

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- (f) Civilian attire shall not be worn in combination with any distinguishable part of the uniform, except as set forth in the Uniform and Equipment Specifications manual for Support Services personnel.
- (g) Uniforms are only to be worn while on duty, while in transit to or from work, for court, or at other official department functions or events.
- (h) If the uniform is worn while in transit in a personally owned vehicle, an outer garment shall be worn over the uniform shirt so as not to bring attention to the employee while he/she is off duty.
- (i) Employees are not to purchase or drink alcoholic beverages while wearing any part of the department uniform, including the uniform pants.
- (j) Visible jewelry, other than those items listed below, shall not be worn with the uniform-unless specifically authorized by the Sheriff or his/her designee.
 - 1. Wrist watch.
 - 2. A maximum of one ring/ set may be worn on each hand.
 - 3. Female uniformed personnel may wear post/stud earrings in the ear lobes.
 - 4. Medical alert bracelet.

1044.2.1 DEPARTMENT ISSUED IDENTIFICATION

The Department issues each employee an official department identification card bearing the employee's name, identifying information and photo likeness. All employees shall be in possession of their department issued identification card at all times outside of Sheriff's Office Facilities while on duty or when carrying a concealed weapon under his/her authority as a Washington State Peace Officer.

- (a) Whenever on duty or acting in an official capacity representing the department, employees shall display their department issued identification in a courteous manner to any person upon request and as soon as practical.
- (b) Deputies working specialized assignments may be excused from the possession and display requirements when directed by their Division Chief.

1044.3 UNIFORM CLASSES

1044.3.1 CLASS A UNIFORMS

The Class A and Class A dress uniform is required for all sworn personnel. The Class A dress uniform is to be worn for court appearances and on special occasions such as funerals, graduations, ceremonies, or as directed. The Class A dress uniform includes the standard issue uniform with:

- (a) Long sleeve shirt with tie.
- (b) Polished shoes.

Boots with pointed toes are not permitted.

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See Uniform and Equipment Specification Manual for differences between Class A and Class A dress uniform for each rank.

1044.3.2 CLASS B UNIFORM

All deputies will possess and maintain a serviceable Class B uniform at all times.

The Class B uniform will consist of the same garments and equipment as the Class A uniform with the following exceptions:

- (a) The long or short sleeve shirt may be worn with the collar open. No tie is required.
- (b) A white or black crew neck t-shirt must be worn with the uniform.
- (c) All shirt buttons must remain buttoned except for the last button at the neck.
- (d) Shoes for the Class B uniform may be as described in the Class A uniform.
- (e) Approved all black shoes may be worn.
- (f) Boots with pointed toes are not permitted.

1044.3.3 CLASS C UNIFORM

The Class C uniform may be established to allow field personnel cooler clothing during special duty. The Sheriff will establish the regulations and conditions for wearing the Class C Uniform and the specifications for the Class C Uniform.

1044.3.4 SPECIALIZED UNIT UNIFORMS

The Sheriff may authorize special uniforms to be worn by deputies in specialized units such as Canine Team, SWAT, Bicycle Patrol, Motor Deputies and other specialized assignments.

1044.3.5 FOUL WEATHER GEAR

The Uniform and Equipment Specifications lists the authorized uniform jacket and rain gear.

1044.4 INSIGNIA AND PATCHES

- (a) Shoulder Patches - The authorized shoulder patch supplied by the Department shall be machine stitched to the sleeves of all uniform shirts and jackets.
- (b) Service stripes, stars, etc. - Service stripes and other indicators for length of service may be worn on long sleeved shirts and jackets. They are to be machine stitched onto the uniform per the Uniform and Equipment Specifications manual.
- (c) The regulation nameplate, or an authorized sewn on cloth nameplate, shall be worn at all times while in uniform. The nameplate shall, at a minimum, display the employee's first initial and last name. The nameplate shall be worn and placed above the right pocket located in the middle, bisected by the pressed shirt seam, with equal distance from both sides of the nameplate to the outer edge of the pocket.
- (d) When a jacket is worn, the nameplate or an authorized sewn on cloth nameplate shall be affixed to the jacket in the same manner as the uniform.

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- (e) Assignment Insignias - Assignment insignias, (SWAT, FTO, etc.) may be worn as designated by the Sheriff.
- (f) Flag Pin - A flag pin may be worn, centered above the nameplate.
- (g) Badge - The department issued badge, or an authorized sewn on cloth replica, must be worn and visible at all times while in uniform per the Uniform and Equipment Specifications manual.
- (h) Rank Insignia - The designated insignia indicating the employee's rank must be worn at all times while in uniform. The Sheriff may authorize exceptions.

1044.4.1 MOURNING BADGE

Uniformed employees should wear a black mourning band across the uniform badge whenever a law enforcement officer is killed in the line of duty. The following mourning periods will be observed:

- (a) Member of this department - From the time of death until midnight on the 14th day after the death.
- (b) Law enforcement officer from this or an adjacent county - From the time of death until midnight on the day of the funeral.
- (c) Funeral attendee - While attending the funeral of an out of region fallen deputy.
- (d) National Peace Officers Memorial Day (May 15th) - From 0001 hours until 2359 hours.
- (e) As directed by the Sheriff.

1044.5 CIVILIAN ATTIRE

There are assignments within the Department that do not require the wearing of a uniform because recognition and authority are not essential to their function. There are also assignments in which the wearing of civilian attire is necessary.

- (a) All employees shall wear clothing that fits properly, is clean and free of stains, and not damaged or excessively worn.
- (b) All male administrative and investigative personnel who elect to wear civilian clothing to work shall wear button style shirts with a collar, slacks or suits that are moderate in style.
- (c) All female administrative and investigative who elect to wear civilian clothes to work shall wear dresses, slacks, shirts, blouses, or suits which are moderate in style.
- (d) The following items shall not be worn on duty:
 - 1. T-shirt alone.
 - 2. Open toed sandals or thongs.
 - 3. Swimsuit, tube tops, or halter-tops.
 - 4. Spandex type pants or see-through clothing.

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- 5. Distasteful printed slogans, buttons or pins.
- (e) Variations from this order are allowed at the discretion of the Sheriff or designee when the employee's assignment or current task is not conducive to the wearing of such clothing.
- (f) No item of civilian attire may be worn on duty that would adversely affect the reputation of the Kitsap County Sheriff's Office or the morale of the employees.

1044.6 POLITICAL ACTIVITIES, ENDORSEMENTS, AND ADVERTISEMENTS

Unless specifically authorized by the Sheriff, Kitsap County Sheriff's Office employees may not wear any part of the uniform, be photographed wearing any part of the uniform, utilize a office badge, patch or other official insignia, or cause to be posted, published, or displayed, the image of another employee, or identify himself/herself as an employee of the Kitsap County Sheriff's Office, to do any of the following:

- (a) Endorse, support, oppose or contradict any political campaign or initiative.
- (b) Endorse, support, oppose, or contradict any social issue, cause or religion.
- (c) Endorse, support, or oppose, any product, service, company or other commercial entity.
- (d) Appear in any commercial, social, or non-profit publication, or any motion picture, film, video, public broadcast or any website.

1044.7 OPTIONAL EQUIPMENT - MAINTENANCE AND REPLACEMENT

- (a) Any of the items listed in the Uniform and Equipment Specifications as optional shall be purchased totally at the expense of the employee. No part of the purchase cost shall be offset by the Office for the cost of providing the Office-issued item.
- (b) Maintenance of optional items shall be the financial responsibility of the purchasing employee. For example, repairs due to normal wear and tear.
- (c) Replacement of items listed in this order as optional shall be done as follows:
 - 1. When the item is no longer functional because of normal wear and tear, the employee bears the full cost of replacement.
 - 2. When the item is no longer functional because of damage in the course of the employee's duties, it shall be replaced following the procedures for the replacement of damaged personal property (See the Office-Owned and Personal Property Policy).

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1044.8 UNAUTHORIZED UNIFORMS, EQUIPMENT AND ACCESSORIES

Kitsap County Sheriff's Office employees may not wear any uniform item, accessory or attachment unless specifically authorized in the Uniform and Equipment Specifications or by the Sheriff or designee.

Kitsap County Sheriff's Office employees may not use or carry any safety item, tool or other piece of equipment unless specifically authorized in the Uniform and Equipment Specifications or by the Sheriff or designee.

Attachments

Corrections Division Uniforms (2019).pdf

Corrections Division Uniform Outline (2019)

- **Class A and Dress A Uniform:** Silver Tan Shirt and OD Green pants. See the Kitsap County Sheriff's Office, LE Policy Manual (Lexipol); Chapter on “Uniform Regulations” (currently #1045) as well as appendix titled “Kitsap County Sheriff's Office Uniform and Equipment Specifications” for specific details on product and proper appearance.
- **Class B Uniform (Working uniform)**
 - Silver Tan BLAUER shirt (Short and Long Sleeves)
 - Blauer Supershirt is an option to the above Class A
 - Cloth sew on badges (Agency Issued)
 - Silver (Officers)
 - Gold (Sergeants)
 - **Court Officers** will be required to wear the Agency issued Metal Badge in place of the cloth badge
 - Name tape (Agency Issued)
 - Sergeant Stripes (Agency issued)
 - Service Stripes (Agency Issued)
 - OD Green BLAUER Pant
 - Polyester/Cotton Blend, Rip Stop Material, Cargo pocket/Tactical Duty Uniform (TDU)
 - To be worn by all Sergeants and Officers
 - **Uniform Jacket**
 - Black 5.11 (Agency Issued)
 - **Inclement Weather Hats**
 - Agency Issued baseball cap
 - **OR**
 - Agency Issued Stocking cap

- **Lieutenants (and above) Uniform**

- (Have a choice of Class A or Class B pants and shirts as their working uniform)

- Class B Uniform

- Silver Tan BLAUER Supershirt

- Long Sleeve or Short Sleeve
 - Metal buttons, metal name tags, rank insignia, as well as Metal Badges

- OD Green BLAUER Pant

- Polyester/Cotton Blend, Rip Stop Material, Cargo pocket/Tactical Duty Uniform (TDU)

- **OR**

- Class A Uniform

- Silver Tan BLAUER Long Sleeve Wool Blend Shirt

- Metal buttons, metal name tags, rank insignia, as well as Metal Badges

- OD Green Elbeco trousers

- Wool Pants (LA County)

KCSO Uniform Specifications updated 3-1-19.pdf

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Uniform and Equipment Specifications

Class "A" DRESS Uniform for all personnel

Silver Tan Long Sleeve Wool Blend Shirt with Black Tie OD
Green Elbeco Pants WITHOUT Stripe
Metal Name Tags
Metal Buttons Collar
Brass Service Stripes

Award and /or Assignment Citation Bars worn on Class A uniforms only

Class "B" Uniforms

Shirt Options

Silver Tan BLAUER Supershirt (Long Sleeve or Short Sleeve)
Silver Tan BLAUER Armorskin Base Shirt with Outer Vest Carrier (Long or Short Sleeve)

Lieutenants and above will wear metal buttons and metal name tags at all times
Sergeants and below will wear plastic buttons and sewn on name tag but MAY wear metal buttons if desired.

Award or Assignment pins or patches will no longer be authorized to be worn on "soft" uniform shirts.

Pants Options

OD Green BLAUER Rayon Side Pocket Trousers
OD Green Elbeco trousers without stripe
OD Green BLAUER 4-Pocket Wool Blend Trousers

Tan/Green Jumpsuit from **BLUMENTHALS and BRATWEAR.**

Jumpsuit Template (All personnel including K-9)

Tan/Green with Silver Reflective "SHERIFF" on the back Metal
Badge
2-Breast Pockets (Breast pockets may have hidden pocket behind them) 2-
Front Hip Pockets
2-Back Pockets 2-
Pen Holders
1-Knife Holder
1-Microphone tab 2-
Epaulets
2-Flashlight side pockets
1-"Nasatansky" Zipper (for females only or doctor's note for 50+ ©)

Specialty units may add items if approved by the Sheriff or his designee.

Foul (Inclement) Weather Gear

Issued rain pants and jacket
Issued baseball cap

Black stocking cap

Kitsap County Sheriff's Office Uniform Options and Classification

Class A (Dress) Uniforms

Qty	Item	Color	Manuf.	Item #
1	Long/Short Sleeve Wool Blend Shirt	Silver Tan	Blauer	8450/8460
1	Wool Pants (LA County)	OD Green	Elbeco	E8149R
1	Neck Tie	Black	Uniform Cravats	UA521
N/A	Brass Buttons, Collar Brass, ,Metal Nametag	Brass	Varies	Varies

Class B Uniform

Qty	Item	Color	Manuf.	Item #
2	Long/Short Sleeve Wool Blend Supershirt	Silver Tan	Blauer	8436/8446
2	Long/Short Sleeve Wool Blend Base Shirt	Silver Tan	Blauer	8471/8472
1	"Armorskin" External Vest Carrier	Silver Tan	Blauer	8470
2	Side Pocket Rayon Blend Pants	OD Green	Blauer	8980
1	Wool Blend, 4-Pocket Pants	OD Green	Blauer	8560
1	Jumpsuit	Tan/Green	Blum/Brat	

Uniform for Support Services (excluding Property/Evidence Technicians)

Issued Gray Embroidered Vest

Black Business Slacks/Trousers (not denim) with belt (provided)

Approved black shoes (not provided) –

Undershirt (not provided) as specified below:

- Solid color, black or white (no see through or transparent fabric, no large visible logos)
- Long or short sleeve (no sleeveless shirts)
- Shirts must have conservative, modest neckline. Revealing clothing is unacceptable. Anything showing cleavage is not allowed.

All uniforms must meet uniform guidelines. Employees are responsible for replacing personally purchased items (shoes and undershirts) which are found to be outside of acceptable standards. Replacement of these items will not result in any additional reimbursement to the employee other than those outlined in the collective bargaining agreement and memorandum of understanding.

Class {{A" Dress Uniform – Deputy Sheriff

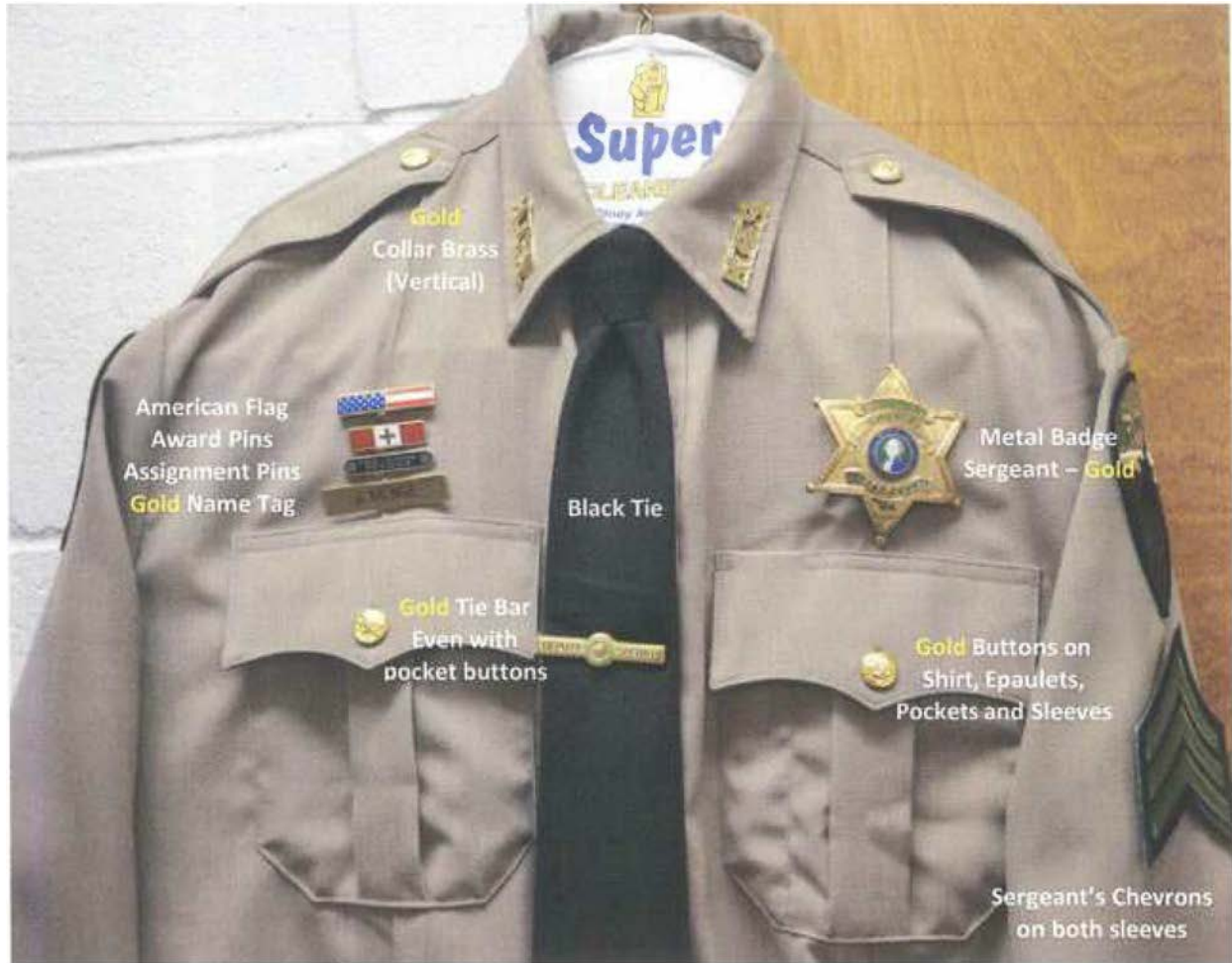


Service Stripes
Left Sleeve
1Stripe = 3 years
Commissioned Service



Elbeco LA County Wool Pants

Class "A" Dress Uniform – Deputy Sheriff - Sergeant



Service Stripes
Left Sleeve
1 Stripe = 3 years
Commissioned Service



Elbeco LA County Wool Pants

Class "A" Dress Uniform – Deputy Sheriff - Lieutenant



Service Stripes
Left Sleeve
1 Stripe = 3 years
Commissioned Service



Elbeco LA County Wool Pants

Class "A" Uniform – Deputy Sheriff – Sergeant - Administration



Side Pocket Rayon Blend Pants



Wool Blend 4-Pocket Pants



Elbeco LA County Wool Pants

Class "B" Working Uniform - Deputy Sheriff - Sergeant



Side Pocket Rayon Blend Pants

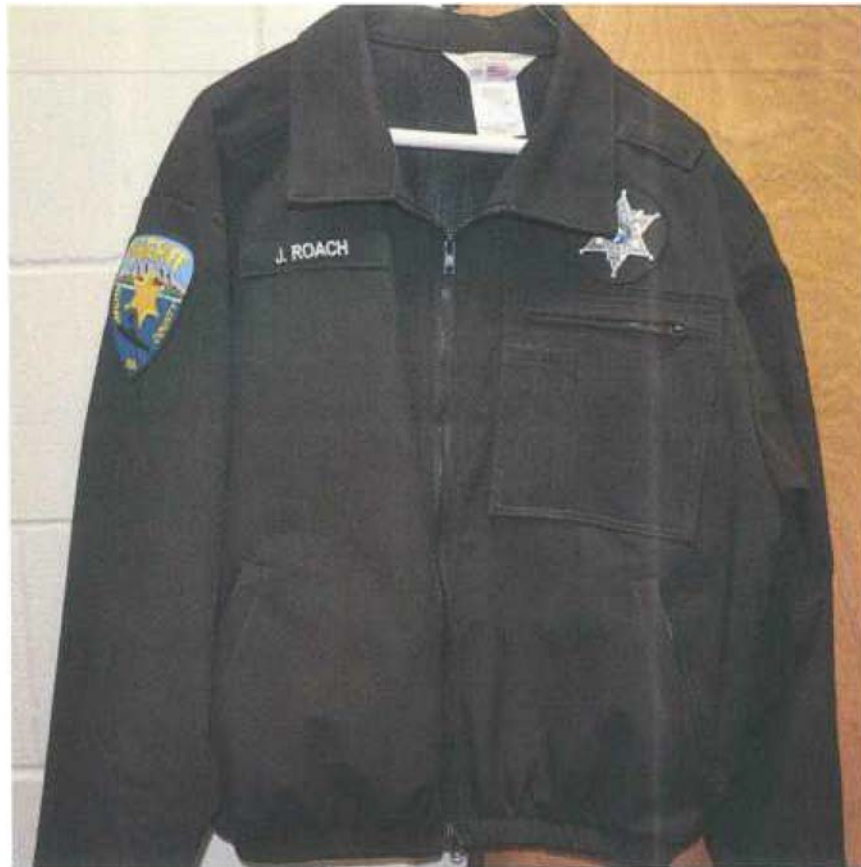


Wool Blend 4-Pocket Pants



Elbeco LA County Wool Pants

Inclement Weather Jacket - Deputy Sheriff - Sergeant - Administration



Award and Unit Citation Bars - Order of Importance

