P.O. 237 Uniform, Appearance, and Ballistic Vest			
Effective From:	01/01/2025	Effective To:	Current

P.O. 237 – <u>Uniform, Appearance, and Ballistic Vest</u>

1. LOUISIANA STATE POLICE/DPS UNIFORM
   - i) The Superintendent shall prescribe the uniform to be worn by DPS and State Police officers.
   - ii) DPS and State Police officers assigned to uniformed sections shall possess and maintain ready-for-wear the number of serviceable uniforms as stipulated in this order:
     - a) Five (5) Class A short-sleeve shirts
     - b) Three (3) Class A long-sleeve shirts
     - c) Five (5) pairs of Class A pants
     - d) Two (2) Class B short-sleeve shirts
     - e) Two (2) pairs of Class B pants
     - f) One (1) straw campaign hat
   - iii) DPS and State Police officers assigned to non-uniformed (plain clothes) sections shall possess and maintain ready-to-wear the number of serviceable uniforms as stipulated in this order:
     - a) Two (2) Class A short-sleeve shirts
     - b) One (1) Class A long-sleeve shirt
     - c) Two (2) pairs of Class A pants
     - d) Two (2) Class B short-sleeve shirts
     - e) Two (2) pairs of Class B pants
     - f) One (1) straw campaign hat
   - iv) WAE LSP Troopers/Investigators who work in plain clothes assignments who graduated from the state police academy and obtained permanent status as a LSP trooper shall possess and maintain ready-for-wear the number of serviceable LSP trooper uniforms as stipulated in this order:
     - a) One (1) Class A short-sleeve shirt
     - b) One (1) Class A long-sleeve shirt
     - c) Two (2) pairs of Class A pants
     - d) One (1) Class B short-sleeve shirt
     - e) One (1) pair of Class B pants
     - f) One (1) straw campaign hat
   - v) WAE DPS Officers/Investigators who work in plain clothes assignments shall possess and maintain ready-to-wear the number of serviceable DPS Officer uniforms as stipulated in this order:
     - a) One (1) Class A short-sleeve shirt
     - b) One (1) Class A long-sleeve shirt
     - c) Two (2) pairs of Class A pants
     - d) One (1) Class B short-sleeve shirt
     - e) One (1) pair of Class B pants
     - f) One straw campaign hat
   - vi) Personnel needing new or replacement uniforms shall notify their section's Executive Officer (or their designee), who will submit the request using the appropriate mechanism. If replacement badges are requested, personnel are required to return the badge being replaced (if available) to PLS/Police Supply so a warranty return can be initiated.
   - vii) The Superintendent may grant a unit certain exceptions to this policy. Troop/Section Commanders shall maintain conformity with the Superintendent's special directives or

orders.

viii) The uniform shall:

a) Be the responsibility of each officer to ensure it is always clean and serviceable.

b) Be worn by all officers in a uniform assignment, regardless of rank, while such officers are on duty.

1) For the purpose of this order, on-duty shall include working regular shifts or extra duty details, court attendance, or any other function where the officer is representing the department.

2) Permission to wear civilian clothes may be granted by an officer's immediate supervisor on special occasions where it is more appropriate due to the nature of the detail. When on duty in civilian attire, officers will wear either a coat and tie or other appropriate dress unless there is a specific need to do otherwise. While in civilian attire, officers shall pay particular attention to weapon concealment.

c) Not be worn mixed with visible articles of civilian clothing unless authorized by this subpart.

1) Rings shall be limited to a total of two (2), one on each hand.

2) One (1) necklace is authorized, provided it is tucked into the uniform shirt or ballistic vest and is not visible.

3) Female commissioned officers may wear one (1) earring per ear, in the earlobe only. Earrings shall be a gold, silver, or crystal stud, or a gold or silver closely-fitting hoop with less than a finger-width gap between the earring and the ear.

4) One (1) wristwatch/smartwatch or wrist-worn fitness tracker is authorized.

5) One (1) bracelet is authorized and may be black, brown, dark green, grey, navy blue, copper, gold, or silver. When wearing a bracelet, a wristwatch/smartwatch or fitness tracker is not authorized on the same wrist as the bracelet.

d) Not be adorned with unauthorized insignia or decorations.

e) Be worn in its entirety, as provided by orders. All officers working in pairs or as a group shall be in the same class of uniform, or as directed by the detail supervisor.

f) Not be worn by any person other than regular salaried employees of the department to whom uniforms are issued.

g) Be presented upon instruction for periodic inventory, inspection, and replacement when needed.

h) Be kept fully fastened as required.

i) Not have eyewear hanging from or attached to it. Wearing any eyewear of unusual design, construction, shape, or color that projects a less-than-professional appearance is prohibited in uniform.

j) Not be worn with any wire or wireless Bluetooth-type headsets or earpieces designed for use in conjunction with cellular telephones when interacting with the public.

k) Not be modified in any manner by alteration, addition, or removal of any of its parts. Patches, ribbons, badges, and insignia must be of the type issued by the Department. Proper fit is to be maintained, and tailoring is highly conservative.

l) Be returned to the department upon separation.

m) Be worn with the Department-issued badge of the appropriate rank.

1) Every State Police officer will be issued two LSP badges of the appropriate rank.

2) Every commissioned DPS Officer will be issued two silver badges of the appropriate rank.

3) Former State Police Troopers who are re-employed by the department in commissioned Louisiana State Police WAE positions or Criminal Investigator positions will be issued two gold badges indicating the rank of Trooper, which shall be worn with the LSP uniform.

4) Personnel employed by the department in Civil Service commissioned positions (i.e., Civil Service WAE, Investigator) will be issued two silver badges designating the rank appropriate to the position they occupy (Officer or Investigator), which shall be worn with a Class A uniform only. Personnel who are employed in Criminal Investigator positions, but are not former State Police Troopers, shall also be issued a gold badge to be worn with Class C or Plain Clothes only.

5) In the event an officer's badge is lost, stolen, or damaged, the officer shall immediately submit an Incident Report Form (DPSSP 3134) to their Troop/Section Commander requesting replacement of the badge. The report shall include pertinent information regarding the badge's misplacement, theft, or damage. Officers may be responsible for the replacement cost of the badge as determined by the Troop/Section Commander.

2. GROOMING REQUIREMENTS

i) Male Commissioned Officers

a) Sideburns must be neatly trimmed. They must be straight and of even width and end in a clean-shaven, horizontal line, and not extend below the middle of the exterior ear opening.

b) Hair may not be worn so as to permit it to extend over the top quarter of the ear.

c) Regardless of style, hair must be neatly trimmed and shall not extend below the top of the collar in the back.

d) The hair on top of the head will present a neat and professional appearance.

e) The thickness and/or bulk on the side of the head above the ear will not exceed one-half inch.

f) Hair on the back of the head will present a tapered appearance.

g) The thickness of the hair at the back of the hairline and the thickness and/or bulk of the hair at the base of the skull will not exceed one-half inch. The hair in front will be groomed so that it does not fall below the band of properly worn uniform headgear.

h) Hair coloring must appear natural.

i) All Lieutenants and above, regardless of assignment, shall be clean-shaven and have a regulation haircut.

j) Personnel will be properly shaven. "Properly shaven" is defined as a "close shave," including removing hair that would constitute a beard or mustache if allowed to grow.

ii) Female Commissioned Officers

a) The length, bulk, or appearance of natural hair will not be excessive, ragged, or unkempt. Hair will be neatly groomed and shall not extend below the lower edge of the collar in the back.

b) Hair in front will be groomed so it does not fall below the band of properly worn uniform headgear.

c) The bulk of the hair shall not interfere with the wearing of headgear.

d) Ponytails, plaited hair, or braided hair may be worn, provided it does not interfere with the wearing of headgear. Regardless of hairstyle, long hair should be worn neatly pinned above the lower edge of the collar.

e) A bun is permissible when worn on the top or back of the head, provided it does not interfere with the wearing of headgear or hang beyond the lower edge of the collar.

f) Hair coloring must appear natural.

g) No decorative ornamentation may be worn in the hair. Inconspicuous hairpins and bobby pins are authorized. Barrettes, combs, etc., are authorized if they are consistent with the hair color and are concealed by the hair. Ponytail holders will be consistent with the hair color and need not be concealed, but should be inconspicuous.

Conspicuous hair-securing devices (e.g., headbands, scrunchies, alligator clips, and bows) are not authorized.

h) Cosmetics, when worn, shall be natural in appearance.

iii) Body Modification

a) Body art is defined as, but not limited to, tattoo(s), brand(s), and intentional scarring.

b) Mutilation, tongue bifurcation, and foreign objects inserted under the skin are prohibited.

c) Body art to the hands, head, neck, and facial area is prohibited, with the exception of a wedding band tattoo on a ring finger.

d) Body art cannot contain nudity or profanity or be perceived as gang-related, criminal, obscene, sexual, racial, or detract from the professional image of the Department.

e) Body art that is visible on the arms while wearing a short-sleeved uniform must be able to be covered entirely by a single 3x5 index card.

1) Class A Uniform: Officers who have body art that is visible on the arms that a single 3x5 index card cannot completely cover must wear a long-sleeve Class A uniform shirt.

2) Class B Uniform: Officers who have body art that is visible on the arms that a single 3x5 index card cannot completely cover must wear a departmentally issued long-sleeve V-neck navy undershirt under the short-sleeve Class B uniform shirt. If available, a long-sleeve Class B uniform shirt is authorized.

3) Class C Uniform: Officers who have body art that is visible on the arms that a single 3x5 index card can not completely cover must wear a long-sleeve Class C shirt.

f) Dental ornamentation is prohibited. Capped, veneered, or natural teeth shall not be decorated with designs, initials, or jewels.

g) Excessive and unusual piercings are prohibited.

iv) Officers assigned to undercover work, where unusual hairstyles or appearance are necessary to accomplish a specific mission, are exempt from this order. Deviations from this order for officers below the rank of Lieutenant working routine plainclothes assignments may be granted by the officer's Commander.

v) Plainclothes officers must otherwise comply with this order when working a temporary uniform assignment.

3. SUMMER UNIFORM (Class "A" Short-Sleeve)

i) The uniform short-sleeved shirt is to be worn with the collar open, and the epaulets and pockets secured.

a) Undershirts shall not be visible while in uniform.

b) Bulky articles are not to be carried in the pockets.

c) Sleeves shall not be tailored excessively tight. There shall be at least two finger-widths of space between the wearer's arm and the sleeve.

d) Sleeves shall not be tailored excessively short. There shall be at least 5" of length from the bottom edge of the shoulder patch to the edge of the sleeve.

ii) An LSP/DPS badge of the proper rank shall be worn over the left pocket and shall avoid contact with the service ribbons.

iii) Service ribbons are optional; however, if worn, they shall be worn parallel to and centered above the left pocket with the pins entering the shirt directly above the top stitching of the pocket flap. P.O. 204, Awards, provides further guidance as to how the ribbons are to be worn.

iv) The gold officer nameplate, which shall include the officer's first year of service, shall be worn parallel to and centered above the right pocket with the pins entering the shirt directly above the top stitching of the pocket flap. This nameplate shall not be worn with the Class

B uniform.

v) Officers may wear one of the following pins centered between the flag facsimile and nameplate: Mounted Division, Flight Wings, Explosive Ordnance Device Technician, SWAT Team, Negotiator, Motorcycle "Traffic Wheel," Mobile Field Force, Honor Guard, LSTA, CSTC, LSPOA, FBI National Academy (FBINA), Northwestern School of Police Staff and Command (SPSC), or Military Service. An officer may not wear any pin for which he is not currently qualified.

vi) In the absence of a pin, the flag facsimile issued by the Department shall be worn centered 1 1/4 inches above the nameplate.

vii) Insignia shall be worn as follows:
   a) Work location insignia shall be worn centered on the left shirt collar at a right angle and 3/4 inch from the front edge.
   b) Rank insignia or Department insignia shall be worn as prescribed for the work location insignia on the right collar.
   c) DPS Officers shall wear Department insignia on the right collar as prescribed above.

viii) Rank designation insignia shall be as follows:
   a) Trooper shall be "TPR."
   b) Trooper First Class shall be "TFC."
   c) Senior Trooper shall be "ST."
   d) Master Trooper shall be "MT."
   e) Sergeant shall be gold on blue cloth chevrons worn only on the uniform shirt, centered 1/2 inch below the Department shoulder patch, with the point up. Sergeant rank insignia for jackets shall be gold chevrons (silver for DPS) worn on the jacket epaulets centered over the "X" stitching with the point towards the wearer.
   f) Lieutenant shall be a single smooth gold (silver for DPS) bar worn on the shirt and jacket epaulets at a right angle to the epaulet and centered over the "X" stitching on the shirts.
   g) Captain shall be double gold (silver for DPS) bars worn in the same manner prescribed for Lieutenants.
   h) Major shall be gold oak leaves worn in the same manner as that prescribed for Captains and Lieutenants, with the stem pointed away from the wearer.
   i) Lieutenant Colonel shall be silver oak leaves worn as prescribed for Major.
   j) Colonel shall be a gold eagle. The eagle should be worn centered over the "X" stitching on the epaulets with the head of the eagle toward the shirt or jacket; however, the Deputy Secretary may alter the manner in which it is worn at their discretion.
   k) Air Support rank insignia shall be as follows:
      1) State Police Pilot shall be a single gold bar (inlaid with one blue enamel bar) worn on the shirt and jacket epaulets at a right angle to the epaulets and centered over the "X" stitching on the shirts.
      2) Senior Pilot shall be a single gold bar (inlaid with two blue enamel bars) worn on the shirt and jacket epaulets at a right angle to the epaulets and centered over the "X" stitching on the shirts.
      3) Master Pilot shall be a single gold bar (inlaid with three blue enamel bars) worn on the shirt and jacket epaulets at a right angle to the epaulets and centered over the "X" stitching on the shirts.
      4) Command Pilot shall be double gold bars worn on the shirt and jacket epaulets at a right angle to the epaulets and centered over the "X" stitching on the shirts.
   l) Emergency Services rank insignia shall be as follows:

1) Trainee Technician is an entry-level position that requires one (1) year probation. A Trainee will wear the rank designation at which he entered the unit and the Work Location until the completion of their probation.
2) Technician shall be a single gold bar (inlaid with one blue enamel bar) worn on the shirt and jacket epaulets at a right angle to the epaulets and centered over the "X" stitching on the shirts.
3) Senior Technician shall be a single gold bar (inlaid with two blue enamel bars) worn on the shirt and jacket epaulets at a right angle to the epaulets and centered over the "X" stitching on the shirts.
4) Technician Supervisor shall be gold on blue cloth chevrons worn only on the uniform shirt, centered 1/2 inch below the Department shoulder patch, with the point up. Sergeant rank insignia for jackets shall be gold chevrons (silver for DPS) worn on the jacket epaulets centered over the "X" stitching with the point towards the wearer.
5) Deputy Command Technician shall be a single smooth gold bar worn on the shirt and jacket epaulets at a right angle to the epaulet and centered over the "X" stitching on the shirts.
6) Command Technician shall wear double gold bars worn in the same manner prescribed for Lieutenants.

m) Polygraphist and Technical Support Officer rank insignia shall be as follows:
1) Polygraphists and Technical Support Officers shall wear a single gold bar (inlaid with one blue enamel bar) worn on the shirt and jacket epaulets at a right angle to the epaulets and centered over the "X" stitching on the shirts.
2) Technical Support Senior Officers shall wear a single gold bar (inlaid with two blue enamel bars) worn on the shirt and jacket epaulets at a right angle to the epaulets and centered over the "X" stitching on the shirts.
3) Technical Support Officer Supervisors shall wear a single gold bar (inlaid with three blue enamel bars) worn on the shirt and jacket epaulets at a right angle to the epaulets and centered over the "X" stitching on the shirts.

ix) Only uniform-issued trousers with a black belt shall be worn. The ends of the trouser legs shall be without cuffs and hang between 1 ½ inches and 2 ½ inches from the floor while standing with shoes or boots on.
a) Pocket flaps shall be fastened.
b) Waist, seat, leg length, and leg width of the trousers shall be tailored to fit.
c) Pegging or belling the legs of trousers is prohibited.

x) The sidearm shall conform to the regulations outlined in P.O. 223 Firearms.
a) The gun belt must be evenly worn around the waist to cover the trouser belt and the trouser belt loops.
b) The holster must be worn on one side only.
c) The gun belt will be a 2 ¼-inch smooth black leather belt and an issued buckle with the following attachments:
1) One black holster subject to the approval of the Firearms Unit Supervisor.
2) At least one black handcuff case.
3) Black cartridge loops, ammo pouch, or speed loader pouch; only a vertical carry, split-design magazine pouch for pistol magazines, subject to the approval of the Firearms Unit Supervisor.

xi) The following items are optional:
a) A folding knife in a black case.
b) Smooth black belt keepers; any exposed snaps shall be gold or black.
c) An authorized baton with holster. Officers shall have the baton readily available within

their patrol vehicle if not worn.

xii) Footwear
   a) Footwear shall be plain-toed, smooth black leather or leather-like of the following styles:
      1) Jodhpur-type boot with straps.
      2) Low-quarter military-type shoes.
      3) Engineer-type or 3/4 Wellington-type boot.
      4) Western-type leather boot with a plain, rounded toe.
      5) Socks must be either black or navy blue of crew length or longer.
   b) Officers performing patrol duties or working special details may wear tactical-style footwear in either a boot or oxford style. Such footwear shall be:
      1) Black leather or leather-like, Plain/seamless toe, and Lace-up style only.
      2) Athletic socks are permitted but must not be visible while the officer performs their duties. Blousing of the trousers of the Class A or B uniform is prohibited.

xiii) Headgear is the issued straw campaign hat worn with a forward tilt and a black leather strap worn on the back of the head.
   a) Brims are to be kept flat and even.
   b) Hat bands with attached "acorns" are to be worn.
   c) The issued hat badge is to be worn.
   d) Officers should wear a campaign hat unless in a vehicle, within a building, or on a State Police compound.
   e) Officers are not required to wear the campaign hat if doing so would endanger themselves or others.

4. WINTER UNIFORM (Class "A" Long-Sleeve)

i) The winter uniform shall be worn the same as the summer uniform with the following exceptions:
   a) The uniform long-sleeve shirt may be worn unbuttoned without a tie. If worn with a tie, the collar shall be buttoned and the issued tie and tie tack centered thereon, level with the brass buttons on the shirt's pockets.
   b) Service ribbons are optional; however, if worn, they shall be worn parallel to and centered above the left pocket with the pins entering the shirt directly above the top stitching of the pocket flap. P.O. 204, Awards, provides further guidance as to how the ribbons are to be worn.
   c) The appropriate badge shall be worn on any uniform jacket.
   d) Officers in Class A or Class B uniform are only permitted to wear jackets or sweaters that have been issued by Police Supply or that have been approved by their Commander.

5. FORMAL UNIFORM

i) During special occasions and events, the Superintendent may prescribe the proper attire and the manner in which it is to be worn.

6. MOTORCYCLE OFFICERS' UNIFORM

i) Officers qualified and assigned to motorcycle duty shall:
   a) Wear a Class "A" motorcycle uniform while on duty.
   b) Depending on weather conditions, either wear the summer or winter uniform in the manner prescribed herein.

ii) The department-issued motorcycle helmet shall be worn. Note: During extended periods of intersection point duty, officers may wear an "LSP" navy blue issue baseball cap.

iii) Navy blue ascots or dickies are worn in place of ties with the winter uniform.

iv) A black department-issued motorcycle jacket with a badge replaces other jackets. However, this would not preclude officers from using other authorized jackets for duty use, provided

uniformity is maintained.

7. CLASS “B” UNIFORM
   i) Class “B” uniform shall consist of the issued Class “B” shirt and Class “B” trousers.
      a) Undershirts shall be made of a moisture-wicking material with no visible logos or markings. Undershirts that rise above the neckline of the uniform shirt and are visible must lay flat, be neat in appearance, and shall be navy blue to match the color of the uniform as closely as possible.
   ii) All insignia is prohibited.
   iii) The sidearm shall conform to the regulations outlined in P.O. 223, Firearms.
   iv) The department-issued web gear shall be worn with the Class “B” uniform.
   v) Footwear shall conform to the provisions set forth in this order and may include wearing high-quarter military-type boots.
   vi) Headgear shall be a plain, navy blue issue baseball cap.
   vii) The class “B” uniform may be worn by commissioned personnel in a section or unit upon written approval of the Superintendent.
   viii) Class “B” uniforms shall not be worn while on duty during:
      a) Regular shifts in Troop operations by road personnel.
      b) Support grant initiatives.
      c) VIP security or escorts.
      d) Athletic events.
      e) Court attendance.
   ix) Class “B” uniforms may be worn by commissioned personnel while:
      a) Conducting an off-duty escort/traffic detail.
      b) Performing emergency/disaster duties.
8. CLASS “C” UNIFORM
   i) Section Commanders shall determine whether the officers under their command are authorized to wear the Class “C” Uniform. The uniform shall consist of the following:
      a) Officers shall wear a polo-style or button-up collared shirt as part of the Class C uniform, which must be tucked into tactical, 5.11-type pants. The shirt must display an embroidered badge, State Police logo, or a section identifier.
         1) Officers may wear an approved pullover or jacket over a Class C shirt. Jackets or pullovers should display an embroidered badge, State Police logo, or a section identifier, if possible.
      b) Class C pants shall be the tactical, 5.11 type in a solid color of brown, khaki, navy, gray, or green. Pants should be tailored to the appropriate length.
      c) A solid tan, brown, green, or black utility belt shall be worn with the Class C uniform, and the officer’s badge shall be worn on the belt or pants as near to the officer’s firearm as practical.
      d) Officers are required to carry their primary firearm in accordance with P.O. 223 Firearms while wearing the Class C uniform. The firearm must be properly holstered and secured at all times.
      e) Officers must wear tactical boots (minimum 6-inch height) in brown, black, grey, or tan. Athletic shoes and cowboy or western-style boots are prohibited in the Class C uniform.
   ii) Officers shall not wear the Class C Uniform unless authorized by their Section Commander.
9. BALLISTIC BODY ARMOR
   i) Each commissioned officer is issued one body armor vest. Every officer working in an enforcement capacity is required to wear a vest when on duty, wearing the Class A or Class B uniform. Officers engaged in a tactical or high-risk operational plan shall wear a ballistic vest appropriate to the mission. An employee may request an exemption from wearing a

vest. The Troop/Section Commanders have the authority to suspend the requirement temporarily based on adverse environmental conditions or a medical condition.

ii) Plainclothes officers are not required to wear the vest except during tactical situations.

iii) When an officer is on duty and not required to wear a vest, it shall remain in their unit, available for immediate use.

iv) Body armor purchased and worn by an officer must be of at least a threat level IIA. It must conform to National Institute of Justice (NIJ) standards. Optional items are at the officer's discretion.

v) Visible features of the vest must present a professional, neat appearance. The carrier color shall be dark blue or black.

Body armor will be replaced as necessary by the Department, according to the manufacturer’s recommendations.

vi) Officers in Class A or Class B uniform shall wear the factory ballistic insert in the plate pocket on the front panel of their vest to provide maximum protection over the center of the chest. If an officer has been issued a rifle-rated ballistic plate, it shall be worn in the front plate pocket in combination with the factory ballistic insert.