

ORANGE COUNTY SHERIFF'S OFFICE



GENERAL ORDER

Effective Date: February 22, 2023	<input checked="" type="checkbox"/> Amends - GO 9.1.2 (March 31, 2021)	Number: 9.1.2
Distribution: All Personnel	Review Month: June	Reviewing Authority: Fiscal/Supply
Subject: Appearance, Uniforms, And Equipment		

This order consists of the following:

1. Purpose
2. Policy
3. Definitions
4. Procedures

1. **Purpose**

The purpose of this directive is to describe the agency's initial clothing and equipment issue and to establish a standard of appearance and apparel for agency members wearing assigned uniforms.

2. **Policy**

It is the policy of the agency to issue uniforms and equipment as required for employees to accomplish assigned functions and be neat and professional in appearance.

3. **Definitions**

- A. Class "A" Uniform – traditional polyester long sleeve shirt with shoulder emblems, longevity bars and worn with metal badges and accessories, black tie, and trousers.
- B. Class "B" Uniform – Stretch rip-stop short sleeve shirt or long sleeve shirt without black tie with shoulder emblems and worn with cloth or metal badges and accessories, and trousers.
- C. Class "C" Uniform – short sleeve spruce external stretch rip-stop shirt with shoulder emblems, sewn-on cloth badge and name strip, and green shorts.
- D. Class "D" Uniform – Agency issued tactical or BDU style pants and an embroidered polo shirt.
- E. Specialty Uniform – any uniform designed or configured for a specific function or purpose, e.g., Aviation flight suits, Motors/Mounted breeches.
- F. External Carrier – A garment designed to hold soft body armor and be worn over a uniform shirt.

4. **Procedures**

- A. Personal Appearance
The uniform and personal appearance of on-duty agency members, particularly

how uniforms and other symbols of authority are worn, can influence the professional standards of the agency and how those standards are perceived by the public. On-duty agency personnel shall adhere to these business appropriate appearance standards, which commensurate with the high values traditionally associated with the agency. No peculiarities in dress or appearance are permitted because they detract from uniformity and team identity. All members of the agency shall be properly groomed and their attire appropriately cleaned and pressed at all times.

B. Uniform Regulations and Sworn On-Duty Plain Clothes Policy

1. These regulations will apply to all uniformed and sworn on-duty plain clothes members of the agency.
2. The agency uniform and all accessories will be of the style, color, and type of material designated by the Sheriff.
3. Uniformed members shall wear the prescribed uniform and accessories when reporting for duty. If desired, uniforms may be worn while appearing before a magistrate. Wearing the official uniform while engaged in approved off-duty employment will also be governed by this directive.
4. Members may wear the designated uniform during any authorized special duty assignment. This includes, but is not limited to, parades, civic functions, funerals, or while serving as a member of an agency honor guard.
5. Under no conditions will a part of the official uniform be intermixed with the wearing of civilian clothing, unless approved by the supervisor.
6. Members of the agency, not wearing the official uniform, shall wear suitable business attire. Section managers may authorize other types of suitable clothing in order to achieve specific objectives.
7. Appropriate dress for training functions requires, at a minimum, wearing of long pants in good condition, a collared shirt, and athletic shoes. Headgear, if utilized, will be professional in nature so as not to detract from the image of the Sheriff's Office.
8. In an effort to properly identify all members of the agency, each employee will be issued a name tag identification badge, which will be prominently displayed on or above the waist during regular duty hours when in civilian clothes. On duty agency personnel shall furnish their agency identification cards to any person who requests that information regardless if they are in uniform or in plainclothes.
9. When "on" or "off-duty" and in civilian clothing, each sworn member shall carry his/her badge, credentials, and a weapon with which he/she has qualified and which has been approved in accordance with agency policies. Firearms will be covered when in public unless extenuating circumstances do not permit the concealment of the firearm. When in public, on-duty plain

clothes personnel who wear their firearms in plain sight shall display their badge on their belt and their photo ID attached to their shirt or on a lanyard around their neck.

10. Employees shall not lend their name tag, identification badge, proximity card or badges, or permit them to be photographed or reproduced, without the approval of the Sheriff.

C. Clothing Allowance

Clothing allowance is provided in accordance with the [Collective Bargaining Agreement](#).

D. Shoe Allowance

Unit employees, regardless of assignment, shall receive a shoe allowance in the amount of \$125 annually, to be paid in the first pay period of January of each calendar year. When specialized shoes or footwear are provided to a bargaining unit employee to be worn during the regular, normal duty assignment, the employee shall not be eligible for receipt of the shoe allowance.

E. Uniform Specifications for Agency Personnel

1. Shirts

- a. Shirts for all patrol deputies will be spruce green in color. Shirts for non-sworn personnel will be gray in color. Deputies assigned to specialized units may, at the discretion of the Sheriff, wear white shirts.
- b. Class A and external class B shirts will be fitted to allow for wearing of the concealable protective vest and will have sewn-in military creases. Class B base shirts are specifically designed to be worn under an external body armor carrier.
- c. Sleeves of the short sleeve style shirt will not extend beyond the point where the elbow is bent at the juncture of the forearm. The collar button will remain unbuttoned.
- d. Sleeves of the long-sleeve-style shirts will be of such length that, when the arms are extended perpendicular to the ground, the edge of the cuff extends only to the arch immediately below the wrist bone and above the juncture of the wrist with the hand. Cuffs will be buttoned, and sleeves will never be rolled or tucked up.
- e. Pocket buttons will remain fastened at all times.
- f. When wearing the short-sleeve spruce green shirt with open collar, members may also wear a well-fitted black crew neck or a V-neck tee shirt beneath it. Members authorized to wear white uniform shirts shall wear white T-shirts.

2. Approved Shirt Accessories

- a. Accessories worn on the uniform shirt by members with the rank of Corporal and below will have a silver or white finish. Members with the rank of Sergeant and above will have a gold finish.
- b. Badges for sworn personnel will have a five (5) point star. All non-sworn employees and agency volunteers who are issued badges

shall have a six (6) point star.

- c. Gold-colored Sergeant, Corporal, and Master Deputy, chevrons will be displayed on both sleeves of the uniform shirt. On the jacket, metallic rank insignias will be worn on the epaulets.
- d. External class B shirts worn by Sergeants and below shall have a cloth badge and name strip.
- e. Official clutch-type nameplates, not to exceed 5/8 inches in height, engraved with the first (legitimate or common nick name) and last name of each employee, will be centered above the right breast pocket of the shirt with the pins directly above the seam. Nameplates issued to Auxiliary Reserve Deputy's will be engraved with two lines (name and Auxiliary). Nameplates issued to volunteers will also be engraved with two lines (name and volunteer assignment, e.g. Task Force, Explorer). The nameplate (and all metal accessories) will be of the appropriate metallic finish, depending upon the rank. "Serving Since" plates will be worn and attached to the nameplate recognizing service with the agency.
 - 1. Longevity Stripe(s)
 - a. Longevity stripe(s) will be displayed on the left sleeve of the long sleeve class A shirt only, the lowest point of the series of stripes will be positioned 4" above the end of the sleeve.
 - b. Each longevity stripe will be gold in color and will represent four (4) years of continuous law enforcement service.
 - 2. Longevity Star: Non-uniform attire
 - a. Employees wearing civilian attire may elect to display a longevity service star.
 - b. Longevity pins will be of the style, color and type designated by the Sheriff.
 - c. A longevity pin in the shape of a star will represent five (5) years of service. Each star will be designated as five (5) years, ten (10) years, fifteen (15) years, twenty (20) years, twenty-five (25) years, and thirty (30) years with the agency.
 - 3. Military Service Pins
 - a. One military service designations pin (Army, Navy, Air Force, Marines, Coast Guard, and National Guard may be worn above the right breast pocket, centered and above the nameplate.
 - b. Only one military service designation pin may be worn at one time.
 - c. A military service designation pin will count towards the two (2) specialty unit insignias/badges authorized to be worn in accordance with this GO.
 - 4. The winged wheel insignia, aviation wings, diving insignia or other specialty unit insignia will be centered and displayed on the right breast, one-eighth of an inch above the nameplate.
 - 5. Only two (2) specialty insignias/badges are authorized to be

worn above the nameplate, e.g., SWAT, ERT, Field Training Officer, Dive Team insignia, Hazardous Device Team. Members may choose which two insignias to wear.

6. Awards bars will be centered below the badge with the pins directly below the top pocket seam. When more than one bar is displayed, the highest award will be displayed nearest the center of the shirt.
7. Law enforcement related awards received while serving as a member of the Sheriff's Office are authorized to be worn in accordance with this GO.
8. The official agency patch will be displayed on both shoulders of all shirts and jackets for all sworn personnel, and all uniformed non-sworn personnel.
 - a. All uniformed agency volunteers, except Chaplains, shall wear an agency volunteer patch displayed on all issued shirts and jackets.
 - b. Chaplains shall wear the official agency patch with the agency approved specialty patch displayed below the official patch.
9. Members shall wear a pre-tied, clip-on or break-away tie black in color with the long-sleeve class A shirt.

3. Trousers

- a. Class A trousers for sworn personnel will be spruce green in color with a black stripe extending the full length of the leg. Class A trousers for non-sworn personnel will not have black stripes. Class B trousers have hidden cargo pockets and no black stripe all personnel.
- b. Trousers will be properly tailored. Proper length is determined by tailoring the front crease in such a manner that it breaks midway between the top of the shoe and heel.
- c. All pocket buttons will remain buttoned.
- d. The hem of the trousers will not be less than one and one-half inches nor more than two inches at the fold.
- e. Motorcycle and mounted officers shall wear spruce green riding breeches with a black stripe and gold braid.
- f. The belt worn with uniform trousers will be black in color. The belt buckle will not be visible when wearing the gun belt.

4. Shorts

- a. Shorts worn with the class C uniform shall be spruce green and similar in design to the class B trousers with hidden cargo pockets and no black stripe.
- b. External carriers shall not be worn with a class C uniform.
- c. Bike shorts or OD green shorts will only be worn with specialty uniforms designed for a specific function.
- d. Members shall wear black, under the calf or ankle socks.
- e. Shoes worn with shorts will be black and of an athletic design. Ankle length shoes are permitted. Boots are strictly prohibited.

5. Headgear

- a. The official uniform hat will be a black straw campaign hat. Stetson style. Members having the rank of Lieutenant or above shall wear a black straw campaign hat with gold hat cords.
- b. Hats will be worn squarely on the head with the lower edge of the sweatband located one inch above both eyebrows.
- c. The badge for the hat will be displayed on the center front. The leather strap buckle should be centered on the left side of the hat over the ribbon bow, thereby rendering the buckle invisible from the front.
- d. Members subordinate to the rank of Lieutenant shall wear a black leather hat band and a black chin strap. Members having the rank of Lieutenant or above shall wear a gold hat cord with acorns and a black chin strap. The chin strap will be worn around the back of the head and above the ears.
- e. Members assigned to motorcycle or bicycle duties will wear the approved safety helmet.
- f. Sheriff's Office ball caps are authorized to be worn by Uniform Patrol, Motors, Agricultural Crimes, Ranch, Marine and Aviation unit personnel. At the discretion of the Sheriff, other units may be authorized to wear Sheriff's Office ball caps. Only the standard issue agency ball cap shall be worn while in uniform.

6. Sunglasses

Sunglasses may be worn with the following restrictions:

- a. No mirrored lenses or faddish styles are permitted.
- b. Only black, brown, grey, gold or silver frames are permitted.
- c. No visible design or insignia on sunglasses.
- d. Only black sunglass cords (retainers) are permitted.

7. Footwear

- a. Black oxford shoes or boots of leather or leather-like composition, with plain rounded toe and rubber heels or all black athletic shoes will be worn by all uniform personnel. All shoes will be devoid of metallic taps with the exception of the Honor Guard when on official department business.
- b. Boots with elevated heels or pointed toes will not be permitted.
- c. Black motorcycle and riding boots will only be worn with motorman and riding uniform breeches.
- d. When shoes are worn, only plain black socks are permitted. If white socks must be worn, for purposes of foot hygiene, they will be worn under black socks.

8. Duty Gear

- a. Black basket-weave-style gun belt will be worn by uniform personnel. The belt will measure two and one-eighth inches in width. Velcro system belts are permitted.
- b. The agency issued or approved holster is the only holster authorized for on duty use. Weapons will be secured in the holster at all times, unless

removed for approved use.

- c. The agency issued or approved ammunition holder is the only holder authorized for on duty use and will be worn on the front of the belt.
- d. The agency issued or approved handcuff and handcuff case is the only handcuff and handcuff case authorized for on duty use. Handcuffs will be inserted properly for immediate use and a key will be carried at all times.
- e. The agency issued or approved baton holder and IPD holder are the only baton and spray holders authorized for on duty use and will be worn on the uniform duty belt.
- f. The agency issued or approved electronic devices (ECD) holster is the only ECD holster authorized for on-duty use.
- g. The agency issued or approved keeper straps are the only keeper straps authorized for on duty use and will be used to secure the uniform duty belt.
- h. Additional accessories may be worn, provided the items carried are consistent with the style of the belt and holster issued.

9. Inclement Weather Gear

- a. All uniformed sworn personnel shall wear the agency issued rain gear with the words "Deputy Sheriff" on the back.
 - 1. All uniformed non-sworn employees shall wear the agency issued rain gear with no lettering on the back.
 - 2. All uniformed volunteer personnel shall wear the agency issued rain gear with the words "OCSO Volunteer" on the back.
- b. Members may wear black rubber boots during foul weather.
- c. During foul weather, members shall wear the rain cover for the uniform hat in order to protect it from water damage. During foul weather, the agency-issue helmet may be worn.
- d. The official black jacket may be worn when weather conditions demand. When it is worn, the official badge issued to the employee or agency volunteer or embroidered star patch (sworn personnel only) will be prominently displayed on the left breast.
- e. If gloves are worn, they must be black in color, full-fingered style only, unless otherwise authorized by the Sheriff. No sap or weighted gloves may be worn.
- f. If a scarf is worn, it will be black in color.
- g. The official black sweater may be worn when weather conditions demand. When it is worn, the official badge issued to the employee or agency volunteer or embroidered star patch (sworn personnel only) will be prominently displayed on the left breast.

10. External Carriers

External carriers shall only be worn with Class B base shirts or specialty uniforms. External carriers are not permitted with class C uniforms. All external carriers will display a large SHERIFF insignia on the back and a name strip on the front right side and a star insignia on the front left side. If the provided carrier has a smaller SHERIFF insignia for the front, it shall be worn below the name strip. These insignias will be issued by Material/Control Supply. Molle pouches

produced by the manufacturer of the external carrier for radio, handcuffs, handgun magazines, flashlight, and baton will be provided by Material Control/Supply. Additional pouches or pouches produced by another manufacturer are authorized, but not provided. Small blood type patches are not issued, but may be worn if provided by the wearer. Any deviations will be approved by the Bureau Commander.

11. Specialty Uniforms

- a. Specifications for specialty uniforms may be authorized by the Sheriff.
- b. Specialty uniforms shall only be worn while performing the specific functions for which they are designed (i.e. Marine Patrol, Aviation, and Motorcycle or bicycle operations).
- c. Specialty uniforms will not be worn in SRO or UPD unless performing a specialized function.

12. Uniform Maintenance

Supervisors shall verify that their subordinates' uniforms are properly maintained. Alterations that change the style or general appearance of issued items that detract from agency uniformity are not permitted.

F. Basic and Additional Uniform and Equipment Issue

Agency issued uniforms and equipment are maintained and supplied by Material Control/Supply. A database itemizing basic and/or additional uniforms and equipment is retained on the agency network and updated by Material Control/Supply personnel as needed.

Any exceptions to agency issued equipment must be approved by the Sheriff.

G. Attending Court Proceedings for Personal Business

Any law enforcement officer who is in uniform and/or in possession of a weapon or firearm shall not be permitted to attend or participate in any court proceeding in which he or she is personally, rather than professionally, involved. Agency employees shall not wear attire that has the Sheriff's Office insignia while attending court proceedings in which they are personally involved.

FLEXRS UNIFORM CARE



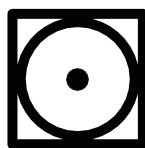
**DO NOT
DRY CLEAN.**



**DO NOT USE
FABRIC SOFTENER.**



**Machine wash
cold, gentle cycle**



**Tumble dry low
Remove promptly**



**Steam iron
delicate if needed**

FLEXRS UNIFORM SPECIFICATIONS

MATERIAL

Shell: 100% Polyester Ripstop (6.6 oz) with mechanical stretch

Mesh Side Panels: 92% Nylon, 8% Spandex. **Satin:** 100% Polyester

Mesh Lining: 100% Polyester

WATERPROOF

Water Resistant Teflon DWR Coating

MOISTURE MANAGEMENT

FlexRS offers highly breathable performance to release moisture and heat fast.

ODOR PROTECTION

Odor control technology stops growth of odor causing bacteria

UV PROTECTION

UPF 30

UNIFORM POLICY DIAGRAM



- 1 Only two specialty insignias/badges are authorized to be worn above the nameplate. The choice of which two insignias to be worn is at the discretion of the deputy concerned.
(e.g., SWAT, ERT, Field Training Officer, Dive Team insignia, Hazardous Device Team, etc)

The winged wheel insignia, aviation wings, diving insignia or other specialty unit insignia will be centered and displayed on the right breast, one-eighth of an inch above the nameplate.

- 2 Official clutch type nameplates, not to exceed 5/8 inches in height, engraved with the preferred legal first and last name of each employee, will be centered above the right breast pocket of the shirt with the pins directly above the seam. The nameplate (and all metal accessories) will be of the appropriate metallic finish, depending upon the rank. "Serving Since" plates shall be worn attached to the nameplate.

- 3 Any awards bars will be centered below the badge with the pins directly below the top pocket seam. When more than one bar is displayed, the highest awards will be displayed nearest the center of the shirt.

- 4 The official agency patch will be displayed on both shoulders of all shirts and jackets .

- 5 Chevrons will be green and gold in color and be centered on the crease between the bottom of the agency patch and the short sleeve length.

- 6 Cloth longevity stripes, each depicting four years of service, will be displayed on the left sleeve shirt only. The lowest point of the series stripes will be positioned 4 inches above the end of the sleeve. The upper edge will be aligned along the seam as illustrated.

All metallic accessories will be of appropriate metallic finish, depending upon the rank.

UNIFORM POLICY DIAGRAM

OUTER CARRIER VEST



- 1 Velcro Namestrip to be worn above front SHERIFF placard. Color white for Cpl. and below; Gold for Sgt. and above.
- 2 SHERIFF placards. Color white for Cpl. and below; Gold for Sgt. and above.
- 3 Velcro badge. Color silver for Cpl. and below; Gold for Sgt. and above.
- 4 Blood type (OPTIONAL)