

	UNIFIED FIRE AUTHORITY ORGANIZATIONAL POLICY MANUAL	
	Affiliation: Administration Policies	
	Title: Clothing/Uniform Allowances	
	Number: 100 – 160	
	Approved: 1/26/2024	By: Fire Chief Dominic Burchett
Last Reviewed: 9/25/2025	By: AC Wade Russell	

REFERENCES:

[UFA Policies and Procedures – Uniform Policy](#)

DEFINITIONS:

Uniform: For purposes of this policy, uniform refers to a specific implementation of defined clothing and personal equipment for an employee. It includes items not useable for non-work attire. It does not refer to dress codes or standardization of employee appearance.

LEADERS INTENT:

When employees are required to wear a uniform in the performance of their duties, UFA will provide a clothing allowance or provide the uniform.

PURPOSE:

To provide for a clothing allowance standard that provides equity among UFA employees who are required to wear uniforms.

POLICY:

- 1.0 Each employee required to wear and/or maintain a uniform will be provided with a monthly clothing allowance or uniform.
 - 1.1 Part-time EMS personnel are issued specific uniform items from Logistics, footwear is not included.
- 2.0 Refer to the Uniform Policy regarding uniform standards and specifications.
- 3.0 The uniform allowance will be determined each year through the budget process.
 - 3.1 Lateral hire personnel will have 12 months of uniform allowance front loaded into their first earned paycheck. The uniform allowance will be reinstated in the employee’s regular paycheck on the first pay period following their one-year anniversary of hire.
 - 3.2 New hire firefighters will have 12 months of uniform allowance front loaded into their second earned paycheck. The uniform allowance will be reinstated in the employee’s regular paycheck on the first pay period following their one-year anniversary of hire.

- 4.0 Civilian personnel, who do not otherwise receive a clothing allowance, may be entitled to order shirts, jackets, or other attire as deemed appropriate by the division supervisor and in conjunction with their division's approved budget.
- 5.0 Sworn personnel who receive a clothing allowance are not entitled to additional UFA attire provided by the division, unless a specific item (or items) has been previously justified, authorized, and accounted for through the budget process.

Replaces policy dated November 16, 2022