

UNIFORM REGULATIONS

OFFICIAL POLICE UNIFORMS

Purpose: This policy aims to specify the North Little Rock Police Department's official uniforms and establish regulations for wear.

Policy: The North Little Rock Police Department (NLRPD) policy ensures sworn officers maintain a professional appearance consistent with the department's prestige and mission. The image of an officer sets the critical first impression of the officer and the department by citizens. By appearance, sworn members must immediately project all the department represents and instill trust and confidence with citizens.

Summary of Changes: The required Court Bailiff Uniform was added to this policy.

Procedure:

1. Enforcement:

1.1 It will be the responsibility of all supervisors to ensure members adhere to uniform standards.

2. Class "A" Dress Uniform

2.1 Officers will wear the Class "A" Dress uniform for attending funerals, awards ceremonies, or when otherwise ordered/approved by the Chief of Police or a division commander. All officers will maintain one complete Class "A" Dress uniform in excellent condition. Components of the Class "A" Dress uniform are as follows:

2.2 Shirt: The shirt will consist of a navy blue, long sleeve (Blauer) shirt.

2.2.1 Rank for Shirts: Members will wear all ranks for lieutenant and above on the shirt's collar. Lieutenant and above must wear authorized rank in gold on the shirt's collar, parallel to the shirt collar's outer edge. Lieutenants will wear a single gold bar and captains a double gold bar. In addition, sergeants will wear the cloth sergeant chevron on each sleeve, officer first-class will wear the two striped chevrons on each sleeve, and field training officers (FTO) a patch on each sleeve.

2.2.2 Metal Nametag: The nametag will inscribe the member's first initial and last name. The nameplate will be worn centered immediately above the right breast pocket of the uniform shirt (2.5inch long - 0.5inch tall).

2.2.3 "P" Buttons (Gold): Members will wear the buttons on the shirt pockets and epaulets.

2.2.4 Badge: Members will wear the badge over the left breast pocket.

2.2.5 Shoulder Patch: An NLRPD shoulder patch will be sewn on both shoulders. Officers may wear approved unit patches instead of the NLRPD shoulder patch on the right shoulder. Officers will wear only the NLRPD shoulder patch on the left shoulder. The Chief of Police must approve all unit patches.

2.2.6 Service Stars/Bars: The service stars/bars will be sewn to the left sleeve of the long sleeve shirt and are mandatory for the Class "A" Dress uniform. Members with prior law enforcement experience may include those years of service on the shirt sleeve (star = 5 years; bar = 1 year).

2.2.7 Awards/Ribbons: Members will wear any authorized awards/ribbons above the nameplate and in line with the top edge of the right pocket. Members will wear awards/ribbons in rows of three (3), with a maximum of five (5) rows worn at one time. When wearing two (2) or more awards, an award slide-holder for the correct number of awards/ribbons will be worn.

2.2.7.1 The following award/ribbon order of precedence will be followed when wearing multiple awards: Police Cross, Military Ribbon, Medal of Honor, Valor, Purple Heart, Chief's Award, Lifesaving, Leadership, Achievement, Merit, FBI Ribbon, Good Conduct, Education, Certificate, Firearms, and Safe Driving (Reading from left to right).

2.2.8 Special Unit Pin: Special unit pins are authorized only on the Class "A" Dress Uniform for past and present members. The pin will be worn centered directly above the nameplate if no awards/ribbons are being worn. When wearing the pin with awards/ribbons, the pin will be centered above the awards, with only one pin being worn at a time.

2.2.8.1 The Chief of Police will approve all special unit pins before a unit is authorized to wear them.

- 2.2.9 Tie: Members must wear the regular full or clip-on navy blue tie with a length to the belt buckle with the Class "A" Dress uniform. The tie will be at least 3 1/3 inches in width. Tie tacks or clasps are authorized as long as they are conservative and keep a professional police image.
- 2.3 Trousers: navy blue wool blend (Blauer) with or without a pant liner.
- 2.3.1 Officers will wear straight-leg trousers, un-cuffed with a half-brake length.
- 2.4 Shoes/boots: The shoes/boots will be black and polished.
- 2.5 Socks: The socks will be either black or dark blue if visible while wearing the Class "A" Dress uniform.
- 2.6 Duty Jacket: The Blauer 3-in-1 will serve as the cold weather jacket with a removable liner, which will serve as a secondary jacket. The jacket is waterproof and will also serve as a raincoat. The duty jacket may be worn with the Class "A" Dress uniform only when authorized; accessories worn on the jacket will be gold for all ranks. Monogrammed name (first initial and last name) will be centered over the jacket's right chest. NLRPD shoulder patches will be sewn on both shoulders. An authorized specialty patch may be worn on the right shoulder instead of the NLRPD patch. An NLRPD badge patch will be sewn on the left breast area of the jacket. Lieutenants and above will wear gold color rank insignia on the epaulets of the jacket. Sergeants and officers' first-class will wear cloth chevrons on the jacket's sleeves, and field-training officers (FTO) will wear a patch.
- 2.6.1 Another option for protection against weather will be black/chartreuse, reversible jacket with or without the hood liner.
- 2.7 Duty Belt: The department-issued duty belt will be the combination 5.11 belt with Safariland STX accessories. Officers may purchase the Safariland leather belt and accessories using their clothing allowance as an option. Officers can wear either option with all uniforms. Captains will be required to wear the leather duty belt with the Class "A" Dress Uniform.
- 2.8 Gloves: Gloves worn with the Class "A" Dress Uniform will be black and worn for protection from cold weather.
- 2.9 Hat: Navy Blue, round top cap/military cut with a strap.

3. Class "B" Duty Uniform

- 3.1 The Class "B" Duty uniform is the standard uniform of the department. It will be worn as the daily attire by all uniformed officers, except otherwise provided within this policy. Components of the duty uniform are as follows:
- 3.2 Shirt: The shirt will consist of a navy blue wool blend, short sleeve or long sleeve (Blauer) shirt, or the Blauer hybrid shirt. If worn under the outer vest carrier, the hybrid shirts will have a sewn-on badge patch on the left chest and the officer's name on the right side.
- 3.2.1 Rank for Shirts: Members will wear all ranks for lieutenant and above on the shirt's collar. Lieutenant and above must wear authorized rank in gold on the shirt's collar, parallel to the shirt collar's outer edge. Lieutenants will wear a single gold bar and captains a double gold bar. Sergeants will wear the cloth sergeant chevron on each sleeve, officer first-class will wear the two striped chevrons, and field training officers (FTO) a patch on each sleeve.
- 3.2.2 Metal Nametag: The nametag will inscribe the member's first initial and last name. The nameplate will be worn centered immediately above the right breast pocket of the uniform shirt (2.5inch long - 0.5inch tall).
- 3.2.3 Badge: Members will wear the badge over the left breast pocket.
- 3.2.4 Shoulder Patch: An NLRPD shoulder patch will be sewn on both shoulders. Members may wear approved unit patches instead of the NLRPD shoulder patch on the right shoulder. Members will wear only the NLRPD shoulder patch on the left shoulder. The Chief of Police must approve all unit patches.
- 3.2.5 Service Stars/Bars: The stars/bars will be sewn to the left sleeve of the long sleeve shirt and are optional for the Class "B" Duty uniform. Members with prior law enforcement experience may include those years of service on the shirtsleeve (star = 5 years, bar = 1 year).
- 3.2.6 Awards/Ribbons: Any authorized awards/ribbons will be worn above the shirt's right pocket and above the nameplate, aligned with the pocket's top edge and centered. Members will arrange awards/ribbons in the proper order of precedence. No more than three (3) awards will be worn in a single row at a time, and no more than five (5) rows worn at a time. Wearing of awards/ribbons is optional on the Class "B" Duty uniform.
- 3.2.6.1 The following award/ribbon order of precedence will be followed when wearing multiple awards: Police Cross, Military Ribbon, Medal of Honor, Valor, Purple Heart, Chief's Award, Lifesaving, Leadership, Achievement, Merit, FBI Ribbon, Good Conduct, Education, Certificate, Firearms, and Safe Driving (Reading from left to right).
- 3.2.7 Tie: The navy blue clip-on tie is optional wear when wearing the long sleeve shirt. The tie will be at least 3 1/3 inches in width. Tie tacks or clasps are authorized as long as they are conservative and keep a professional police image.

- 3.2.8 Undershirts: The shirt worn with the Class "B" Duty uniform will be white, black, or blue. A mock turtleneck or a turtleneck dickey is also acceptable. The mock turtleneck or turtleneck dickey **must** be dark blue and have NLRPD embroidered in gold lettering on the neck's left side.
- 3.3 Trousers: The pants will be a navy blue wool blend (Blauer) with or without a liner or 5.11 Stryke pants.
- 3.3.1 The pants will be worn straight leg, un-cuffed with a half-break length.
- 3.4 Shoes/Boots: The shoes/boots will be black and professional in appearance.
- 3.5 Socks: The socks will be either solid black or dark blue, if visible. When wearing boots, any color is allowable as long as the socks are not visible.
- 3.6 Approved Hats: A navy blue 5.11-ball cap or Under Armour water-repellent with "POLICE" lettering for regular outdoor duty assignment. The Blauer beanie hat with "POLICE" lettering for cold weather wear.
- 3.7 Duty Jacket: The jacket is a Blauer 3-in-1, which will serve as the cold weather jacket, with a removable liner, which will serve as a secondary jacket. The jacket is waterproof and will also serve as a raincoat. Monogrammed name (first initial and last name) will be centered over the jacket's right chest. NLRPD shoulder patches will be sewn on both shoulders. An authorized specialty patch may be worn on the right shoulder in lieu of the NLRPD patch. An NLRPD badge patch will be sewn on the jacket's left breast area. Lieutenants and above will wear large gold color rank insignia on the epaulets of the jacket. Sergeants and officers' first-class will wear cloth chevrons on the jacket sleeves, and field-training officers (FTO) will wear a patch.
- 3.8.1 Another option for protection against weather will be black/chartreuse, reversible jacket with or without the hood liner. This jacket is optional equipment and must be purchased using a clothing allowance.
- 3.9 Duty Belt: The leather or issued 5.11 duty belt may be worn with the appropriate accessories as authorized on the approved uniform purchase list at the approved vendor. Officers may purchase the Safariland leather belt and accessories using their clothing allowance as an option.
- 3.10 Gloves: The gloves will be black or desert tan in color. Gloves with any hard element along the back of the fingers, knuckles, or hands are prohibited. Gloves may be worn for protection from the elements or when necessary while taking enforcement action. Gloves may not be worn continually for a tour of duty unless weather conditions, such as extreme cold, warrant the need to do so. Officers should wear nitrile or latex gloves for protection from exposure to biohazardous materials such as blood and saliva or when working at a crime scene.
- 3.11 Light: A small flashlight may be worn on the shirt's epaulets or the outer vest carrier for officer safety reasons not to exceed four inches.
- 3.12 Outer Vest Carrier: The approved outer vest carrier can be worn in conjunction with the Class "B" Duty uniform and must comply with PD 15-2, section 8.

4. K9 Uniform

- 4.1 Shirt: The shirt will consist of a navy blue wool blend, short sleeve or long sleeve (Blauer) shirt, or the Blauer Hybrid shirt. The hybrid shirts will have a sewn-on badge on the left chest area if worn under the outer vest carrier. Additionally, the officer's name must be embroidered on the right chest area.
- 4.2 Trousers: Navy blue wool blended (Blauer) pants with or without a pant liner or 5.11 Stryke pants.
- 4.3 A navy blue 5.11 or Under Armour water-repellent ball cap with "POLICE" lettering for regular outdoor duty assignment. The Blauer beanie hat with "POLICE" lettering for cold weather.
- 4.4 Outer Vest Carrier: K9 Officers can wear the approved outer vest carrier in conjunction with the K9 Unit uniform.

5. Training Unit/PAL Uniform

- 5.1 Members of the Training Unit are authorized to wear the Training Unit uniform in place of the Class "B" Duty uniform for daily wear and training activities. This uniform is also acceptable for the officer assigned to the Police Athletic League (PAL).
- 5.1.1 The uniform is not to be worn when the Class "A" Dress uniform or Class "B" Duty uniform is called for or when the Chief of Police or division commander advises differently.
- 5.1.2 This uniform will consist of the 5.11 Tactical series polo shirt or Proper polo shirt in dark blue or red with a gold embroidered name and unit designator displayed. The pants will be 5.11 or Proper brands in khaki or dark blue.
- 5.1.3 The boot will be tactical in black, khaki, or coyote/desert tan.
- 5.1.4 Members of the Training Unit can wear the approved outer vest carrier in conjunction with the Training Unit uniform.

6. Summer/Special Event/Bike Uniform

6.1 The uniform will consist of the Blauer hybrid shirt in dark blue with sewn-on shoulder patches, badge patch, and embroidered name. The pants will be the 5.11 Stryke in dark blue. The 5.11 Taclite shorts in dark blue or khaki will be authorized during extreme weather conditions at the discretion of the Chief of Police or division commander. Additionally, members will wear black shoes or boots.

6.1.1 Members will wear the issued weapons belt and accessories.

6.2 This uniform is to be worn as authorized by the Chief of Police or division commander.

6.2.1 Supervisors may wear the uniform for special events or off-duty assignments only.

6.2.2 This uniform, when worn with long pants, may be worn to court and semi-formal appearance. No shorts will be authorized for court wear.

6.3 Officers assigned to and **actively participating in**; bike patrol may wear this uniform while riding police bikes, with the approved accessories as follows:

6.3.1 Navy blue bike shorts may be worn instead of the 5.11 Stryke pants.

6.3.2 Navy blue winter pants, if required in cold weather.

6.3.3 Padded short liner (black).

6.3.4 Bicycle gloves (black).

6.3.5 Windbreaker jacket (blue) with or without a liner.

6.3.6 Bicycle patrol bag (black).

6.3.7 Bicycle patrol rain/cold-weather gear.

6.3.8 Bicycle helmets will be worn and fastened when on the bike at all times.

7. Special Purpose Attire

7.1 The uniform may be issued to SWAT members, SRT, and CNT with the approval of the Chief of Police. Such attire will only be worn when performing the functions of these specialty units.

8. Honor Guard Uniform

8.1 Officers will wear the uniform for official Honor Guard functions only. The components of the Honor Guard uniform are as follows:

8.1.1 Shirt is a blue wool blend zipper front, long sleeve with epaulets.

8.1.2 Mock turtleneck or turtleneck dickey with NLRPD embroidered in blue.

8.1.3 Officers will wear "P" Buttons silver in color in place of all buttons on the shirt, i.e., epaulets, cuffs, pockets, and front over the zipper.

8.1.4 Honor Guard members will wear the silver metal badge on the left side of the shirt over the pocket.

8.1.5 Honor Guard patch will be on the right shoulder, NLRPD patch on the left. Members will wear no stars or bars on the shirtsleeve.

8.1.6 The pants are a blue wool blend with or without a pant liner.

8.1.7 The boots will be a "cowboy style."

8.1.8 The hat is white leather formal, with a silver hatband.

8.1.9 Members will only wear leather weapons gear with a silver belt buckle, highly polished, and four (4) sets of double keepers with silver snaps.

9. Court Bailiff Uniform

9.1 Court Bailiffs of the District Court are authorized to wear the Bailiff Uniform for all court functions or when authorized by the Support Services Division Commander.

9.2 This uniform will consist of the Propper polo shirt in tan with a gold embroidered name and "Bailiff" on the left side. The pants will be a 5.11 tactical brand in navy blue.

9.3 Shoes/Boots: The shoes/boots will be black and professional in appearance.

9.4 Socks: The socks will be solid black or dark blue, if visible. When wearing boots, any color is allowable as long as the socks are not visible.

9.5 Duty Belt: The issued 5.11 duty belt may be worn with the appropriate accessories authorized on the approved uniform purchase list at the approved vendor.

9.6 Outer Vest Carrier: Bailiffs can wear the approved outer vest carrier in conjunction with the Court Bailiff Uniform.

10. Outer Vest Carrier

- 10.1 The outer vest will be the Point Blank molle vest, dark blue for all officers wearing the Point Blank Body Armor. This carrier **must** be equipped with the silver NLRPD patch badge (supervisors will wear a gold badge) on the left chest area. Embroidered/screen printed in non-reflective silver will be the officer's name (first initial and last name) on the right chest area and "POLICE" on the center of the chest area. The word "POLICE" will be embroidered/screen printed in reflective silver and placed on the vest carrier's back panel. The only items authorized to wear on the outer vest carrier; TASER, radio, tourniquet, one pair of handcuffs, flashlight (not to exceed four (4) inches in length), Guardian Angel, or similarly approved product and the department issued first aid kit. The E-collar will also be allowed to wear on the vest for K9 handlers. Knives of any type are not to be worn on the outer vest carrier.
- 10.1.1 The outer vest carrier must be maintained and should not look cluttered with pens, phones, handcuff keys, or other small items. Officers are responsible for cleaning the vest and replacement if signs of excessive wear are
- 10.2 The Point Blank outer vest carrier is optional equipment and must be purchased using a clothing allowance.

11. Non-Sworn Uniforms:

- 11.1 Non-sworn uniforms are described in Policy Directive 15-05.

12. Uniform Regulations:

- 12.1 Members authorized to wear the police uniform will wear the approved uniform with permitted combinations as provided herein. In addition, members may wear only items as allowed on the uniform purchase list for uniform wear.
- 12.2 All personnel assigned to wear the official uniform will report for roll call or detail at the designated time in complete uniform. Members may not wear the dress uniform unless directed by policy or approved by the Chief of Police or a division commander.
- 12.3 All employees are responsible for the proper maintenance and repair of any uniform clothing, leather, or accessories issued to them. Employees are responsible for keeping their uniforms neat, clean, well-pressed, and in good repair. Likewise, leather goods, footwear, and metal accessories will present a clean and well-polished appearance.
- 12.4 Officers will not wear an incomplete uniform at any time. In addition, officers will wear no official uniform item except as part of a complete uniform.
- 12.5 No substitutions for required uniform items will be allowed unless the Chief of Police approves explicitly.
- 12.6 No member will wear the uniform or any part of the uniform while on administrative leave or under suspension for any cause.
- 12.7 Any member who is terminated or resigns will return all uniform clothing items and accessories belonging to the department to the Support Services Division Commander or the designated representative.
- 12.8 Members will be required to account for damaged or lost items. In addition, members may be required to pay for damaged or lost items due to negligence.
- 12.9 Use of the reflective traffic safety vest is mandatory when an officer is on foot and conducting any police action that places an officer in a public or private traffic way for an extended period. Type of activity includes, but is not limited to: traffic control, accident scenes, crime scenes, or when dealing with traffic obstructions. The use of a reflective traffic safety vest is optional for bicycle officers.
- 12.10 Wearing of eyeglasses with the uniform:
- 12.10.1 Glasses should be conservative and in keeping with a professional police image.
- 12.10.2 Officers will not wear glasses with unusually colored lenses or frames while in uniform.
- 12.11 The uniform will not be worn off duty unless:
- 12.11.1 When traveling to or from work;
- 12.11.2 Appearing in court;
- 12.11.3 Engaging in off-duty employment in an approved capacity or other authorized function.
- 12.12 The following items are authorized to be purchased and worn by this agency's uniformed members: [CALEA 41.3.4]
- 12.12.1 Additional set of handcuffs.
- 12.12.2 Smaller black flashlight.
- 12.12.3 Safety gloves.
- 12.12.4 Secondary firearm (at officer's expense);
- 12.12.5 Knife (at officer's expense);
- 12.12.6 Outer vest carrier.
- 12.13 The listed items worn on the belt shall be carried in holders that conform to the department specifications of the belt being worn.

- 12.13.1 Secondary firearm shall be carried according to Section 3 in Policy Directive 11-3, Carrying and Use of Weapons.
- 12.13.2 Officers shall carry knives concealed: folding pocket- knives with a clip may be carried with only the clip exposed.
- 12.14 Personal communications devices may be carried in a plain black holder attached to the duty belt or maybe carried concealed in a uniform pocket. [CALEA 41.3.4]
- 12.15 Requests to wear any personal item not listed shall be forwarded through the member's chain of command to the division commander for approval. [CALEA 41.3.4]

13. Specialty Patches

- 13.1 Special assignment patches are authorized for certain additional duty assignments for wear on specific uniforms.
Members may wear only special assignment patches authorized by this policy directive.
- 13.2 Authorized patches for the wear:
 - 13.2.1 Special Weapons and Tactics (SWAT),
 - 13.2.2 Special Response Team (SRT),
 - 13.2.3 Crisis Negation Team (CNT),
 - 13.2.4 Honor Guard,
 - 13.2.5 K-9 Officer,
 - 13.2.6 Any patch approved by the Chief of Police.

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