

GLASGOW FIRE DEPARTMENT

Standard Operating Guideline

GUIDELINE: UNIFORMS AND PPE			SECTION: 102
WRITTEN 09/13/1990	REVIEWED	REVISED 08/25/2021	Page 9

PURPOSE

To provide members of the department an understandable knowledge of the uniform and clothing regulations in the department.

WEARING OF UNIFORMS

Personnel shall be authorized to wear his/her uniform and clothing items only while on duty or involved in official City business. While he/she is in transit to work, and during such other times that he/she may be otherwise permitted or required by the City.

SPECIFICATIONS

Department uniforms, badges, insignias, and fire fighting clothing shall be of such design and made in accordance with the specifications as approved by the chief of the department and designated in the appropriate S.O.G.

BADGES AND INSIGNIA

1. The official badge of the Glasgow Fire Department shall be worn by members in dress uniform.
2. The official badge of the Glasgow Fire Department shall be worn on uniforms shirts and/or dress coats whichever is being worn as outer layer.
3. Uniform collar insignia may be worn on both collars by individuals in the following positions:
 - Fire Chief (Gold) five (5) bugles
 - Assistant Chief..... (Gold) four (4) bugles
 - Battalion Chief..... (Gold) three (3) bugles
 - Captain (Gold) two (2) crossed bugles
 - Lieutenant (Gold) one (1) bugle
 - Sergeant Silver/Gold Chevrons
 - Firefighter/Inspector Gold GFD
 - Firefighter..... Silver GFD
4. Name plates shall be worn centered and directly above the right pocket flap on the dress shirt and/or coat.
5. The City shall furnish all personnel with a uniform badge, name tags, and collar insignia. if applicable.
6. The Glasgow Fire Department patch shall be worn on all dress uniform shirts, jackets/coats.

GLASGOW FIRE DEPARTMENT

Standard Operating Guideline

GUIDELINE: UNIFORMS AND PPE			SECTION: 102
WRITTEN 09/13/1990	REVIEWED	REVISED 08/25/2021	Page 10

DRESS UNIFORM

1. The dress uniform shall consist of a uniform dress coat with badge and name tag, dress hat (optional upon Chief Officer discretion), dark navy trousers, uniform shirt (officer white, Sergeant and firefighter light blue), dark navy tie, black belt, black dress shoes, and dark blue or black socks, white socks by special permission from the Fire Chief. Specialized insignias may be worn on the dress shirt and coat only when approved by the Fire Chief. The dress uniform is to be worn on occasion when the employee is not on actual firefighting duty, such as:
 - a. Funerals
 - b. Church services
 - c. Special occasion as directed

STATION UNIFORM

1. The station uniform shall consist of the following for all members (fire suppression), for officers a navy-blue polo shirt and for sergeants and firefighters a grey polo shirt. The member may wear short or long sleeve shirt, but the long sleeve shirt must have the sleeve rolled all the way down. Department blue t-shirt under uniform is optional. There will be no lounging in sweatpants, PT shorts at any station until after 1900 hours. All members shall report to their stations wearing their station uniform. Polo or job shirts are acceptable to be worn. The only trousers and shorts authorized shall be navy blue trousers/shorts.
2. All members shall wear a black leather belt with officers having a gold buckle, sergeants and firefighters have a silver buckle, or a black tactical belt can be worn.
3. All members shall wear a black duty shoe/boot.
4. Winter coats will be provided by the department and may be worn with the official badge of the department. No other insignia shall be worn on the winter coat. Head cover can be worn with the insignia to be decided by the Command staff.
5. All fire personnel, while on duty shall wear the station uniform unless otherwise allowed in section 102. The station uniform shall be worn for inspections, tours, building surveys, grocery shopping, or any other detail outside of the station. Winter coat or head cover is optional.

GLASGOW FIRE DEPARTMENT
Standard Operating Guideline

GUIDELINE: UNIFORMS AND PPE			SECTION: 102
WRITTEN 09/13/1990	REVIEWED	REVISED 08/25/2021	Page 11

WORK UNIFORM

1. The summer work uniform shall consist of the following: department issued blue t-shirt with insignia, station pants or station shorts, black belt, dark socks, black duty shoes/boots. The station summer uniform may only be worn when engaged in housework, maintenance of truck or station, training (in house) or after 1700 hours.
2. The winter work uniform shall consist of the following: department issued blue t-shirt, department sweatshirt or job shirt, station uniform pants or station shorts, black belt, dark socks, black duty shoes/boots, department toboggan or cap. The winter uniform may only be worn when engaged in housework, maintenance, training (in house), or similar activities, or after 1700 hours.

PHYSICAL FITNESS APPAREL

1. The fire department shall furnish personnel with T-shirts, sweatshirts, shorts, and sweatpants to be worn during physical fitness activities.

FIRE FIGHTING APPAREL

1. The City shall furnish personnel with all the firefighting equipment necessary to perform their respective duties. Fire fighter gear shall meet NFPA 1971 and include:
 - a. Helmet with shield
 - b. Approved turn out coat with liner
 - c. Bunker boot with steel shanks and toes
 - d. Approved bunker pant with liner and suspenders or belt
 - e. Approved firefighting gloves
 - f. Extrication gloves
 - g. Folding spanner wrench
 - h. Hose chain
 - i. Nomex hood
2. Fire fighting clothing which is lost or damaged while engaged in the proper performance of duties or other authorized activities shall be repaired or replaced provided the item has been given to the shift officer for inspection and recommendation to the Fire Chief determine whether the item should be replaced or repaired.

FIRE FIGHTING APPAREL MARKING

All fire fighting apparel shall be marked in the following manner:

1. Turnout Coats: Last name on back of coat (optional) outer shell and inner liner marked with name or initial
2. Boots: Last name on inner liner with marking pen

GLASGOW FIRE DEPARTMENT
Standard Operating Guideline

GUIDELINE: UNIFORMS AND PPE			SECTION: 102
WRITTEN 09/13/1990	REVIEWED	REVISED 08/25/2021	Page 12

3. Bunker Pants: Last name on inner lining with marking pen
4. Gloves: Last name on the tops of the gloves with marking pen
5. Nomex Hood: Last name on rear of hood.
6. Helmet: Last name on back of helmet

WEARING OF FIREFIGHTER GEAR

1. Turnout gear shall be worn with all buckles, Velcro, and snaps fastened. All vapor barriers and protective liners shall always be worn. Coat collars shall be turned up when wearing self contained breathing apparatus.
2. Pull overprotective hoods shall be donned prior to wearing the turnout coat and shall always be worn when wearing self-contained breathing apparatus.
3. Helmets shall be worn with chin strap securing the helmet to the head. Helmet liners shall be worn in the down position when wearing self contained breathing apparatus, to provide maximum protection. The helmet shall be kept clean and in a ready state of condition. All helmet stickers shall be approved by the Fire Chief before being placed on the helmet, and no obscene stickers will be placed on any helmet.
4. Gloves shall be worn to provide maximum protection for hand and wrists on the fire ground and any other duties such as training to prevent injury.
5. Only equipment issued by, or approved by, the Fire Chief shall be worn.
6. Personal protective clothing shall be donned before getting on apparatus for all fire calls reported or actual, wrecks with entrapment or on fire, fire alarms, (exception is grass fires at officers' discretion).
7. Apparatus drivers may be exempt from the requirement for full protective clothing while driving the apparatus but shall comply with this policy upon arrival at the incident scene.
8. The use of full protective equipment during overhaul is at the discretion of the Incident Commander but must be the criteria for removal of such gear.
9. All personnel using extrication tools shall wear full protective clothing.
10. While operating at rescue incidents all personnel shall wear whatever protective clothing is required to afford complete personal protection.
11. When on an EMS call all personnel shall wear whatever protective clothing is required to afford complete personal protection.
12. When operating on roadways/highways personnel will wear ANSI approved vest that are carried on each vehicle to provide maximum protection. When to wear the vest will be at the Incident Commanders discretion.
13. The helmet face shield shall be worn at any time when the need for eye protection is apparent, such as during overhaul, grass fires, etc.

GLASGOW FIRE DEPARTMENT
Standard Operating Guideline

GUIDELINE: UNIFORMS AND PPE			SECTION: 102
WRITTEN 09/13/1990	REVIEWED	REVISED 08/25/2021	Page 13

14. In specific situations for which no guidelines have been provided, the proper protective clothing is to be used to protect against all foreseeable hazards, whether in station or out.
15. The shift/station officer shall inspect all protective clothing and shall complete the protective clothing inspection form and submit the report to the administration office.
16. Each employee of the fire department shall be responsible for the cleaning, care, and maintenance of all issued protective equipment. The individual employee is responsible for obtaining repairs or replacement items, when needed, by following established procedures.
17. All personal protective equipment shall be maintained and cleaned according to the manufacture's recommendations.
18. All personal protective clothing will be inspected according to the manufacture's recommendations.
19. Each firefighter's flashlight shall be checked at the beginning of each shift for operation. Flashlights that do not work shall be replaced or repaired.