

SPOKANE VALLEY FIRE DEPARTMENT

SAFETY & OPERATIONS MANUAL

Uniforms and Clothing (#209)

Person Responsible: Deputy Chief (V2) – Support Services

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Intent:

Spokane Valley Fire Department employees will dress themselves in a manner that projects a professional demeanor to the citizens they serve according to the following procedures.

References:

WAC 296-305-01511

WAC 296-305-01509

WAC 296-305-02001

WAC 296-305-07012

Local #876 Collective Bargaining Agreements

S&O Rule 152 – Safety

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Rules:

I. General Requirements

- A.** The department shall provide uniforms and clothing for its employees as specified by the collective bargaining agreements or policy. The items furnished shall remain the property of the Spokane Valley Fire Department.
- B.** All issued clothing items, with or without a department logo or patch, shall be considered part of the uniform.
- C.** The wearing of the department uniform or any item with the department logo while off-duty is allowed with department approval. Members are reminded that while wearing department uniforms off-duty, they are representing the department to the public.
- D.** Only department-issued, ordered, or approved clothing shall be worn while on duty.
- E.** Employees shall be held strictly accountable for maintaining their uniforms. Uniforms shall be neat, clean, wrinkle-free, and laundered appropriately. Hats must be neat and clean, without stains or fading. Boots shall be clean, polished, and in good repair. Officers are responsible for inspecting and making sure all uniforms meet department specifications. Under no circumstances may a t-shirt sleeve show under uniform shirt sleeves.
- F.** Personnel in a paid or comp-time earning status shall be in a uniform ensemble unless otherwise allowed within this rule or as approved by a Chief Officer.
- G.** Any clothing articles with melting characteristics may be hazardous in high-heat environments. Be aware of the type of clothing being worn and in what situations.
- F.** Before discarding uniform items that bear the department logo, patch, or EMS certification patch. Remove all patches from apparel and destroy the printed or embroidered department logos on t-shirts.
- H.** Orders are placed once a month on the fifteenth. Order forms are located in SharePoint: <https://spokanevalleyfire.sharepoint.com/sites/SVFD/SupportServices>. It is the employee's responsibility to complete the said forms accurately.



Figure 1: SVFD06 Logo

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II. Department-Issued Uniforms for Uniformed Personnel

All Department issued items need to go through the Uniform Program Manager for ordering.

A. Class B Shirts

- (3) Workrite fire-resistant shirt, short-sleeved or long-sleeve. Navy in color for Firefighters/Engineers/Captains. Midnight Navy for Chiefs. Fabric: 4.5 oz Nomex IIIA.
- Department patch on the left shoulder.
- Paramedic/EMT patch on the right shoulder. Chief Officers may wear a Paramedic/EMT patch if desired.
- The badge will be worn above the left breast pocket.
- The employee's nametag will be worn on the right side, centered directly above the right pocket seam. The bottom edge of the nametag will be placed along the top seam of the right-side pocket flap, flush with the top pocket seam.
- Officers will wear collar brass.
- All uniform shirt snaps or buttons, except the collar, will always be worn closed.

B. Pant

- (3) Workrite fire-resistant pants. Navy in color for Firefighters/Engineers/Captains. Midnight Navy for Chiefs. Fabric: 7.5 oz Nomex IIIA.
- Pants shall be worn with a black belt.

C. Job Shirt (Quarter-zip)

- (1) Blauer softshell fleece pullover with quarter-zip. Dark Navy in color.
- SVFD06 logo embroidered on left chest.
- The Velcro patch with the employee's name and rank to be applied to the right front chest.
- Department patch on the left shoulder.
- Paramedic/EMT patch on the right shoulder.

D. EMS Coat with Fleece Liner

- (1) 5.11 Tactical 3-in-1 Parka: waterproof/breathable, bloodborne-pathogen-resistant-rated hardshell fabric with reflective tape and fleece liner with water-resistant nylon. Dark Navy in color. The shell will have "Spokane Valley Fire Department" (as shown in Figure 2) silk-screened on the back in White.
- Department patch on the left shoulder (coat shell and fleece liner).
- EMT or Paramedic patch on the right shoulder (coat shell and fleece liner).
- Velcro patch with the employee's name and rank to be applied to the right front chest (coat shell and fleece liner).
- The SVFD06 logo is embroidered on the left chest of the coat liner.

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E. Softshell Jacket (full zip)

- (1) Softshell full-zip jacket. Water-and wind-resistant. Dark Navy in color. No hood.
- SVFD06 logo embroidered on left chest.
- The Velcro patch with the employee's name and rank to be applied to the right front chest.
- Department patch on the left shoulder.
- Paramedic/EMT patch on the right shoulder.
- Item issued upon request by the employee.

F. Uniform Boots (Wildland/EMS-Compliant)

- (1) Haix XR1 Airpower Pro is the standard-issue boot for uniformed personnel. Black in color. Sizes for men and women. The boot is NFPA 1977 Wildland and NFPA 1999 EMS compliant.
- All duty boots will meet NFPA 1977 Wildland and/or NFPA 1999 EMS requirements. Black in color.
- Alternatives to the standard-issue dual-compliant boot may be purchased and reimbursed (See Forms Folder –181) up to the cost of the HAIX Airpower XR1 Pro boots, as offered through Galls, Spokane. A form with a detailed receipt should be sent to the Uniform Program Manager for approval.
- Current boots that meet NFPA 1977 Wildland and NFPA 1999 EMS dual requirements are:
 - Haix Airpower AR1 Pro Tri-Certified Wildland/EMS/Station Boot
 - LION Thorogood 9" Station 1 EMS/Wildland boot
 - Danner 8" Modern Firefighter Boot
 - Rocky Code Red Rescue Boot
 - Globe – EMS/Wildland 10" Boot, Haix Missoula 2.1 Boot
- An NFPA 1977 Wildland boot shall always be on the apparatus and worn during wildland incidents.
- The department will purchase custom boots for the employee with a written directive from a doctor identifying the medical need for custom boots.
- The department will cover repairs for department-purchased boots.

G. T-Shirts

- (5) 5.11 Tactical T-shirt. Short-sleeved and cotton. Dark Navy in color.
- Spokane Valley Fire Department (as shown in Figure 2) silk-screened on the back in White.
- SVFD06 logo silk-screened on the left chest in White with "FIRE" in Red.
- Rank, name, and EMS certification silk-screened on the right chest in White.



Figure 2: Design for Back of T-Shirt/EMS Coat

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H. Workout Short — (1) Navy-blue cotton shorts have an elastic waist. The SVFD06 logo is silk-screened on the left front leg.

I. Cold Weather Hat

- (1) Knit hat in stocking or beanie style. Navy Blue.
- SVFD06 logo embroidered on the front of the hat in White and Red.
- On the back of the hat, a small American flag and last name in 1/4" block letters (all capitalized) will be embroidered in white.
- May be worn at any time to provide warmth to the head and ears at the Officer's discretion.

J. Ballcap

- (1) Ballcap with the SVFD 06 logo will be issued.
- On the back of the hat, a small American flag and last name in 1/4" block letters (all capitalized) will be embroidered in white.
- Solid Navy Blue with Navy Blue stitching. Style options:
 - Richardson Pro fit Style 255
 - Richardson Flex fit Pro Wool Style 585
 - Richardson Flex fit Mesh Back Style 110
 - Richardson Snapback Style 112
- Employees may purchase additional/replacement ballcaps.

K. Polo Shirt (Day Personnel Only)

- Midnight Navy in color with traditional or raglan-cut. Long or short sleeves.
- SVFD06 logo embroidered on the left chest.
- Rank and name embroidered on the right chest.
- Issued to and worn by day shift personnel only.

L. Work Shirt/Pants (Special Operations and Training Division)

- (1) Dickies brand cotton, button-up long-sleeve shirt. Dark Navy in color. SVFD06 logo embroidered on the left chest. The name is embroidered on the right chest.
- (1) Truewerk T2 Werkpant. Navy Blue in color.

M. Alternative Class B Uniforms (Prevention Division)

- (2) 5.11 Tactical Stryke cargo pants in Dark Navy and a Dark Navy polo shirt (as described above for day personnel) with badge worn on the belt. This alternative ensemble may be worn instead of traditional Class B uniforms for investigations and inspections (non-public events).

N. Honor Guard—Short-Sleeve Pocket Polo (CS410) in Black. The right chest is embroidered with the Honor Guard logo in red. This polo shirt may be worn for Honor Guard travel and meetings.

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III. Approved Clothing for Optional Wear (Non-Issued/Self-Purchased)

A. Alternative T-Shirts

- The approved alternatives to the department-issued T-shirt are the Tru-Spec X-Fire T-Shirt and DFND T-SHIRT in traditional or raglan sleeves and short or long sleeves.
- Personnel will be responsible for ordering and purchasing their shirts. The shirts will then be brought to the Uniform Program Manager to prepare the silk-screening order. The department will pay for the cost of silk screening.
- The alternative shirts will be silk-screened to the exact specifications as the standard-issue T-shirt.

B. Crew-Designed Uniform T-Shirts

- All artwork and design elements of training and crew-designed uniform t-shirts must have prior written approval of the Fire Chief. Designs will be submitted to the Fire Chief for approval using the “209 - Crew-Designed Uniform T-Shirt Form. Appendix B”. The Uniform Program Manager will transmit the approved design artwork to the department’s screen-printer vendor, Saturday Night, Inc., where it will remain on file.
- The Training Division and each company are allowed one design for on-duty wear instead of department-issued t-shirts.
- Only the standard-issue 5.11 Tactical Station Wear T-shirt or alternative t-shirt options above may be utilized for crew-designed uniform T-shirts. The shirts will be Dark Navy in color and follow the exact front-of-shirt design specifications for silk-screening as department-issued T-shirts. No other design elements may be added to the front of the shirt.
- Individuals desiring to buy custom apparel will bear all costs associated with the creation/design and purchase of crew-designed uniform t-shirts.

C. Crewneck Sweatshirt

- Crewneck cotton sweatshirt in Navy Blue. Gildan 18000, Carhart, or equivalent, Navy-Blue Sweatshirt (50/50) or similar.
- Personnel will be responsible for ordering and purchasing their crewneck sweatshirts. Crewneck will be available for purchase at Saturday Night, Inc. The department will pay for the cost of silk screening.
- The crewneck sweatshirts will be silk-screened to the exact specifications of the standard-issue t-shirt.

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D. Alternative Ballcaps

All garment and embroidery specifications are identical to the department-issued ballcap except for the front design. There are three designs available for self-purchase that may be worn on duty:

- **SVFD 06 Logo** SVFD06 logo is embroidered on the front of the hat. In White with “FIRE” in Red.
- **SVFD “BLOCK” Letters** “SVFD” in block letters (all white or red) embroidered on the front of the hat.
- **Engine/Ladder Company** - with (for example) ENG 1 INE or LAD 8 DER and SPOKANE VALLEY embroidered on the front of the hat. “ENGINE” or “LADDER” in Red with the number and “SPOKANE VALLEY” in White.



Figure 6: Example of SVFD 06 Logo Embroidery in White and Red



Figure 5: Example of SVFD “BLOCK” Letters Embroidery in White or Red



Figure 4: Example of Engine Company Embroidery in Red and White



Figure 3: Example of Back of Hat: Small American Flag and Last Name in White

E. Alternative Cold Weather Hat

- Knit hat in Stocking Cap or Beanie style. Navy Blue.
- Available for self-purchase and worn on duty with the same three design options described in “Ballcaps” Section II-D.
- As with ballcaps, the back of the knit hat will display a small American flag and last name on the back in 1/4" block letters, all caps in white, as shown in Figure 6.

F. Boonie Hats

- Tru-Spec GEN-II Adjustable Boonie Hat or equivalent item. Navy Blue.
- The SVFD06 logo is embroidered on the front (as shown in Figure 3), and a small American flag and last name on the back are in 1/4" block letters, all caps (as shown in Figure 6).
- Boonie hats are for sun protection and may be worn outdoors only. Not to be worn while responding or on the scene, except when on or near the water.

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G. Footwear

- **EMS Boots** – A black leather boot that meets NFPA 1999 requirements. This boot may be worn during EMS incidents, inspections, PR events, classroom training, and in the station. EMS Boots shall be kept clean, polished, and in good repair.
- **Boots or Shoes** (Day Personnel)—A black, plain-toe, all-leather, lace-up, or “tactical black” shoe may be worn where safety footwear is not required and shall be clean, polished (if applicable), and in good repair. Prevention personnel may wear Salomon Forces Boots or equivalent. The shoes/boots will be Black.
- **Station Slipper**—Slippers in black or dark navy may be worn in the station between 2100 and 0800.

H. Quilted Satin Jacket.

- Game brand in Style 1221-J “The Bravest” in Solid Navy.
- Name, rank, and EMS certification embroidered white on the right chest.
- Three department logo options for the left chest (see “Ballcaps” Section III-D).
- Embroidery work will be done at the department's vendor.
- Artwork for the back of the jacket shall be approved through the same process as station-designed t-shirts using the “*Crew-Designed Uniform T-Shirts Form, Appendix B*”
- The wearer is responsible for all costs associated with the jacket.
- Operational Only - Not to be worn by day staff.

I. Training Work Jacket (Training Personnel Only)

- Carhartt brand Style: 0J4392-M. Sherpa-lined in washed duck. Black in color.
- The Training Division logo is embroidered on the left chest.
- Last name on right chest in White.

J. American Flag Pin—This pin may be worn on the uniform shirt ¼" above the nametag, centered. It may not be worn with any other pin or device.

K. Fallen Firefighter Memorial Pin – May be worn on the uniform shirt, on the right chest area ¼" above the nametag, or the Class A coat ¼" above the ribbon bar or where it would be worn (see Figure 13) for active Honor Guard and Pipe and Drum Members.

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IV. Uniform Ensembles for Uniformed Personnel

- **Class A Dress Uniform** - See Section X.
- **Class B Uniform** – Class B Station Uniform shall be worn for classroom training with outside agencies or presenters, station tours, inspections, public meetings, public events, or any other time as directed by an officer.
 1. Pant and Class B Shirt (long or short sleeve) – May be worn anytime on duty.
 2. EMS coat (Shell and fleece may be worn separately).
 3. Softshell Jacket
 4. Ballcap – Officers discretion.
- **Alternative Class B Uniforms** (Prevention Division Only)

5.11 Tactical Stryke cargo pants in Dark Navy and a Dark Navy polo shirt (for day personnel) with badge worn on the belt. This alternative ensemble may be worn instead of traditional Class B uniforms for investigations and inspections (non-public events).
- **Class C Uniform** – The uniform ensemble may be worn during such activities to include training drills, apparatus maintenance, hydrant testing, exercising, or as determined by the Company Officer.
 1. Pant
 2. T-shirt (short or long sleeve shirt)
 3. Job Shirt
 4. Crewneck Sweatshirt
 5. Ballcap
 6. Cold Weather Hat
 7. Boonie Hat
 8. Quilted Satin Jacket
- **Workout Ensembles** – While using department facilities where the public can view employees, employees may wear a department-issue cotton t-shirt, with department-issued shorts, sweatshirt, sweatpants or personal shorts or pants, plain dark blue or black, with a small manufacturer brand logo if any, on or off-duty. Personnel shall change out of workout apparel following their workout session.

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- **Technical Rescue/Training Division**—The technical rescue team must wear work shirts and work pants for **training only**. The Training Division may wear them while setting up training props, conducting maintenance on equipment, etc. Work Shirt/Pants Dickies brand cotton, button-up long-sleeve shirt. Dark Navy in color. SVFD06 logo embroidered on the left chest. The name is embroidered on the right chest. Truwerk T2 Werkpant. Navy Blue in color.
 - **Paramedic Students** – While on duty, paramedic students may wear a program-affiliated approved t-shirt that the Division Chief of EMS will provide.
 - **Honor Guard** – Class A uniform for events. Short-sleeve Pocket Polo (CS410) in black. The polo would be embroidered with the Honor Guard logo in red on the right chest. Polo to be worn while on official Honor Guard meetings or travel.
 - **Recruit Academy** – Employees enrolled in the Recruit Academy will be issued station uniforms before graduation. The following items are issued to Recruit Academy attendees for daily wear:
 - Red cotton t-shirts will be silk-screened with the SVFD06 logo and class number on the left chest. The recruit's name will be silk-screened on the right chest. The back of the shirt will be silk-screened with "Recruit" or another department-approved recruit school logo.
 - Crewneck sweatshirts in navy blue with the SVFD06 logo are silk-screened on the left front chest.
 - Sweatpants in Navy Blue with SVFD06 logo silk-screened on the left-front leg.
 - Cotton Workout Shorts with an elastic waist. Navy Blue. The SVFD06 logo is silk-screened on the left front leg.

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V. General Requirements for Civilian Personnel

A. Business Casual Attire—The Spokane Valley Fire Department workplace is professional. A neat, respectable appearance contributes to a professional atmosphere. Business casual attire will always be worn. Jeans are acceptable but must be without holes; however, they will not be worn during meetings, classes, and events of the Administration Building that are attended during regular business hours or as directed by a Chief Officer or Manager.

B. Civilian Workout Ensembles—Employees must wear workout clothing that covers the body appropriately while using department facilities. Personnel shall change out of workout apparel following their workout session.

If it is determined that any civilian employee is not dressed in a manner that meets the Business Casual Attire rules listed above, that employee's supervisor will ask them to leave and correct their attire and to return wearing the appropriate clothing promptly.

VI. Issued Clothing for Civilian Employees

A. Civilian Clothing List - Civilian employees may order the following items unless a daily uniform is provided:

- (3) Long/Short Sleeve Easy Care Shirts/Tops
- (2) Short/Long Sleeve Polo Shirt
- (1) Vest
- (1) Indoor Jacket/Blazer
- (1) Softshell Jacket
- (1) T-shirt
- (1) Sweatshirt
- (1) Cold Weather Hat

Port Authority is the preferred brand for clothing items issued to civilian employees. The employee is responsible for the difference from any other brand with a more significant cost. Each item will have the SVFD06 logo on the left chest. Tops may also have employees' names and titles on the right chest if requested. Approved garment color options are Navy, Black, Red, White, and Grey. Order items via the appropriate order form at:

<https://spokanevalleyfire.sharepoint.com/sites/SVFD/SupportServices>.

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B. Prevention and Community Affairs Division – Additional Items

- (1) Safety boots as appropriate for duties
 - (1) Coat as appropriate for duties
 - (1) Job Shirt (for PIOs) (same item as Uniformed Personnel)
- Other clothing items are to be issued with approval from the Deputy Chief (i.e., DC of Prevention or DC of Support Services for Community Affairs)

C. Daily Uniform – Utility Drivers

- (2) T-shirts, 5180 Hanes Beefy T 100% Cotton. Color: Charcoal Heather.
- (2) Polo Shirts, short or long sleeve (gray or red) (Same as for Civilian Personnel)
- (1) Sweatshirt. ST253 Sport-Tek ¼ Zip. Color: Graphite Heather.
- (1) Softshell Jacket. No hood. Color: Black. (Same as for Civilian Personnel)
- (1) Cold Weather Hat (Same item as for Uniformed Personnel)
- (1) Ballcap (Same item as for Uniformed Personnel)
- (2) Pants (Self-purchase with department reimbursement)

The employee will purchase the pants. They must be Dark Navy in color, cotton/twill/wool, and have a zipper-fly front. No jeans or sweat/stretch pants. The employee will submit their receipt via the regular department reimbursement process. The department will reimburse up to \$75 per pair.

VII. Fleet/Facility Maintenance Division

A. Workwear—The department contracts with a third-party service to provide Work shirts, pants, and lightweight jackets. All items will display a logo approved by the Fire Chief.

B. Additional items issued by the department include:

- (2 pairs) Custom Boots – One pair ordered/issued upon hiring. After one year, mechanics and facility technicians are issued a second pair. The department will cover repairs for department-purchased boots.
- (5) T-shirts with name, title, and certification (same item as Uniformed Employees)
- (1) Polo Shirt, long or short sleeve (refer to Civilian Personnel options)
- (1) Button-up Shirt, long or short sleeve (refer to Civilian Personnel options)
- (1) EMS Coat, shell, and fleece (same item as Uniformed Employees)
- (1) Softshell Jacket (refer to Civilian Personnel options)
- (1) Carhart Winter coverall or ensemble (bib coverall and jacket)
- (1) Ballcap (same item as Uniformed Employees)
- (1) Cold Weather Hat (same item as Uniformed Employees)

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VIII. Class A Uniforms

- A. Uniformed personnel will be issued a Class A uniform after the successful completion of their probationary period. Uniformed personnel assigned to Administration will be issued a Class A uniform. Refer to Figures 9-10 for Class A Uniform display standards. The ordering instructions and all rank and service specifications are listed on “209 - Class A Uniform Order Form- Appendix D” at: <https://spokanevalleyfire.sharepoint.com/sites/SVFD/SupportServices>.
- B. The department will cover the alterations to upkeep the proper rank and service insignias and replace the dress shirt, dress shoes, and gloves due to wear and tear or as approved by the Deputy Chief of Support Services. Missing items or improper fit will render the uniform unserviceable. Before wearing the uniform, these items will be fixed, replaced, or altered at the employee’s expense.
- C. The U.S. Naval Reserve Officer style “Dress Blues” uniform will be the Class A uniform style. A white shirt and black tie will always be worn with the dress uniform. This uniform may be worn at weddings, funerals, or other appropriate events with prior permission from the Chief or their designee.

D. Class A Uniform Pieces

- a. **Dress Coat/Slacks/Shirt** (Issued) – Black summer-weight, double-breasted jacket for men and a single-breasted jacket for women. The department badge is to be worn on the left chest of the coat. The nametag is to be worn on the dress shirt and dress coat. Department patch to be sewn onto the left shoulder of the coat and the dress shirt. Slacks to be worn with a black belt.
- b. **Skirt and Dress Pumps/Flats** (Non-issued) – May be worn instead of dress slacks and oxfords at non-departmental, formal events where a formal dress or gown would be appropriate. The skirt shall be a plain, six-gored skirt, matching coat in color and fabric. Length may range from 1-1/2" above to 1-1/2" below the back of the knee crease. The black dress pumps will be smooth or synthetic leather, with closed heels/toes. They will be 5/8" to 3" (measured from the back of the heel, from the bottom of the heel to where it connects to the shoe) and no wider than 1-3/4" at the base. The sole will be no thicker than 1/4". Wedge heels are not authorized. Flats may be worn as dress shoes. Hosiery, when worn, will be flesh tone.
- c. **Necktie** (Issued) – Black. 4" in-hand. Self-tie.
- d. **Bow Tie** (Non-issued) – Black Satin; commercially tied, with square ends, not more than 2 1/2"; wide; may be worn in lieu of the Necktie at non-departmental, formal events where a civilian tuxedo would be appropriate.

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- e. **Neck Tabs** (Non-issued) - Black Satin. These may be worn instead of the Necktie at non-departmental, formal events where formal dress or gown would be appropriate.
- f. **Dress Shoes** (Issued) – Oxford style in polished Black. Worn with black socks.
- g. **Collar Insignia** (Issued) – Officers will wear gold $\frac{3}{4}$ " bugles to match their badge, 1" above the collar point. Non-officers will wear "S.V.F.D." bars in silver $\frac{3}{8}$ " letters on both collars, to be worn on the lower end of the collar, horizontal to the floor.
- h. **Nameplate** (Issued) - The nameplate on the dress jacket will be centered on the right chest, with the bottom aligned with the top seam of the left breast pocket (Figure 10).
- i. **Class A Cap** (Issued) – Worn at all outdoor events and available for all indoor events that begin before 1700. A Class A cap is not required for indoor events that start after 1700. See Figure 9.
- j. **White Gloves** (Issued) - Worn for line-of-duty and active-duty employee funerals.
- k. **Mourning Bands** (Issued) - These are worn as approved by the Chief or their designee. The duration of wear will be indicated in the Activity Calendar.
- l. **Retired Patch** "Retired" rocker patch in Navy Blue with White block letters to be worn above the department patch on the left shoulder. Rocker patches are available from the Uniform Program Manager or purchased from the department's uniform vendor, Galls.



Figure 7: Department patch displayed with "Retired" rocker patch

- E. **Honor Guard Class A Uniform** – Pant will have a 1" blood stripe to the outside of both trouser legs. With the department patch on the left shoulder, the Honor Guard Coat will have an Honor Guard patch on the right sleeve of the jacket 1" below the seam. A Red and Black aiguillette (silver trim for firefighters and gold for officers) will be worn on the right arm of active Honor Guard members. Honor Guard Badge will be worn. Honor Guard members will always wear Hats and white gloves while performing. Members can perform without their uniform coats at informal events in hot weather.

- F. **Honor Guard Class A Shoes** - (Issued) Rocky Pro Cell or equivalent.

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- G. Pipes and Drums Class A Uniform** – SVFD-style black doublet with silver piping. Department patches on left sleeve and Spokane Valley Pipes and Drum patch on right sleeve 1" below the seam, fire department buttons, and two silver SVFD collar insignia. 13 oz. MacDougal kilt and fly plaid with department Maltese badge pin. Black leather belt and cross belt, horsehair military style sporran, sword style kilt pin with members choice of insignia. Black hose with red flashes and spats with black buttons. Black leather shoes. Headgear black Glengarry with department hat badge, plain for pipers and diced for drummers. Band members have the option of performing without hats at informal events at the discretion of the members. Silver Maltese crosses for years of service are worn in the same manner as the Class A Uniform (1 for every 5 years) and the displaying of ribbons. (Maltese crosses will be worn 5 in a row, then 2 over 4, 3 over 4, 4 over 4, and 4 over 5). See order form Appendix E.
- H. Pipe Major and Drum Sergeant Uniforms** – Red officer's sash. Sergeant 3 hash silver chevron under department patch on right arm "V" pointing down towards hand. Pipe Major four hash silver chevron on the right sleeve above piping on the lower arm "V" points up towards the shoulder on the Class A Jacket.
- I. Pipes and Drums Class B Uniform** – SVFD-style black class B uniform shirt. Department patch on left sleeve and Spokane Valley Pipes and Drum patch on right sleeve 1" below the seam, fire department "FD" buttons, and two silver SVFD collar insignia. 13 oz. MacDougal kilt. Black leather belt, cross belt optional, horsehair military style sporran or black leather sporran (IAFF black leather sporran optional, purchased by the individual) to be designated by Pipe Major, sword style kilt pin with members choice of insignia. Black hose with red flashes and spats with black buttons. Black leather shoes. Headgear black Glengarry with department hat badge, plain for pipers and diced for drummers optional.
- J. Pipes and Drums Class C Uniform** – Black short-sleeved shirt with Spokane Valley Pipes and Drum patch silk screened on the left breast. 13 oz. MacDougal kilt. Black leather belt, black leather sporran (IAFF black leather sporran optional, purchased by the individual), sword style kilt pin with member's choice of insignia. Black hose with red flashes and spats with black buttons. Black leather shoes. Headgear black Glengarry with department hat badge, plain for pipers and diced for drummers optional.
- K. Pipe and Drum Shoes** – (Non-Issued) See Honor Guard shoes or equivalent. Black in color.

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IX. Replacement Clothing

- A. Personnel will place an order using the appropriate department clothing order form in SharePoint when the furnished clothing needs to be replaced.
<https://spokanevalleyfire.sharepoint.com/sites/SVFD/SupportServices>
Orders are to be sent electronically only. Phone orders will not be accepted.
- B. Clothing orders will be placed on the 15th of each month. The replacement clothing will be distributed via department courier.
- C. If any issued clothing does not fit or there is a problem with the item received, contact the Uniform Program Manager for a resolution and next steps. New clothing should be tried before tags are removed. Any rejected items returned to the Uniform Program Manager should be either new with tags or freshly laundered if worn.

X. Badges, Nametags, and Collar Brass

- A. **Badges/Brass** - The department issues uniformed personnel 2 badges, 2 nametags, 2 sets of collar brass, and 1 hat badge; however, it is the employee's responsibility to ensure badges, nametags, and brass are kept current when promoted.
- B. **Green Badges** - After graduating from the recruit academy, probationary firefighters will be issued a temporary silver badge with a green background, lettering, and two firefighter nametags. Once they finish probation, they will return the green probationary badge and be issued two department badges with their employee numbers.
- C. **Badge Order Form** – Order items via “209 - Badge and Nametag Order Form- Appendix C.” found at
<https://spokanevalleyfire.sharepoint.com/sites/SVFD/SupportServices>.

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XI. Display of Ribbon Awards on Class A Uniforms

- A.** The ribbon representing a decoration, medal, or award may only be worn on the Class A uniform. When worn, the ribbon will be centered on the right chest, with the bottom of the ribbon aligned above the nameplate. The criteria for earning department ribbon awards are listed in “208 – *Employee Recognition Program*.”
- B.** Ribbons are worn in order of precedence from the wearer’s left to right and top to bottom, in one or more rows, with no space between rows. No more than three ribbons are worn in any one row. Members will not start a second row unless they are authorized to wear four or more ribbons. The first and second rows will contain the same number of ribbons before beginning a third row. Succeeding rows will contain the same number of ribbons as the first row but may contain fewer. The top row is centered on the row beneath. The topmost, leftmost (to the wearer) will be the most senior ribbon in precedence, and subsequently, to the bottommost, rightmost ribbon will be junior (Figure 13).
- C.** Service Stars. Service stars are worn to denote an additional award and are centered on the ribbon with one point upward. The service star is a bronze star, 3/16" in diameter. A silver service star is 3/16" in diameter and worn to denote five bronze service stars. It is worn to the wearer’s right of a bronze service star. Additional service stars are worn side by side, each with one point upward. Service stars, joined together in a series of two, three, and four stars, are authorized for optional purchase and wear on ribbons. A decoration with 2 bronze service stars will reflect 3 awards (i.e., 1 for the ribbon, and 2 subsequent awards), and a decoration with 1 silver star and 3 bronze stars will reflect 9 awards (i.e., 1 for the ribbon, 5 for the silver star, and 3 for the bronze star). Bronze oak leaves are used instead of bronze service stars for Academic Excellence awards.

Order of Precedence:

1. Medal of Honor
2. Medal of Valor
3. Distinguished Service Medal
4. Lifesaving Medal
5. Purple Heart Medal
6. Meritorious Service Medal
7. Academic Excellence Award
8. Community Service Award
9. Special Unit Citation

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Figure 8: Ribbon Awards from Spokane Valley Fire Department

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XII. Images of Class A Uniforms, Honor Guard, Pipes & Drums



Figure 9: Class A Caps (Left: Firefighter/Engineer, Middle: Chief Officer, Right: Captain)

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Firefighter / Engineer Class A

Figure 10: Class A Uniform details shown for Firefighter, Engineer, and Fire Inspector

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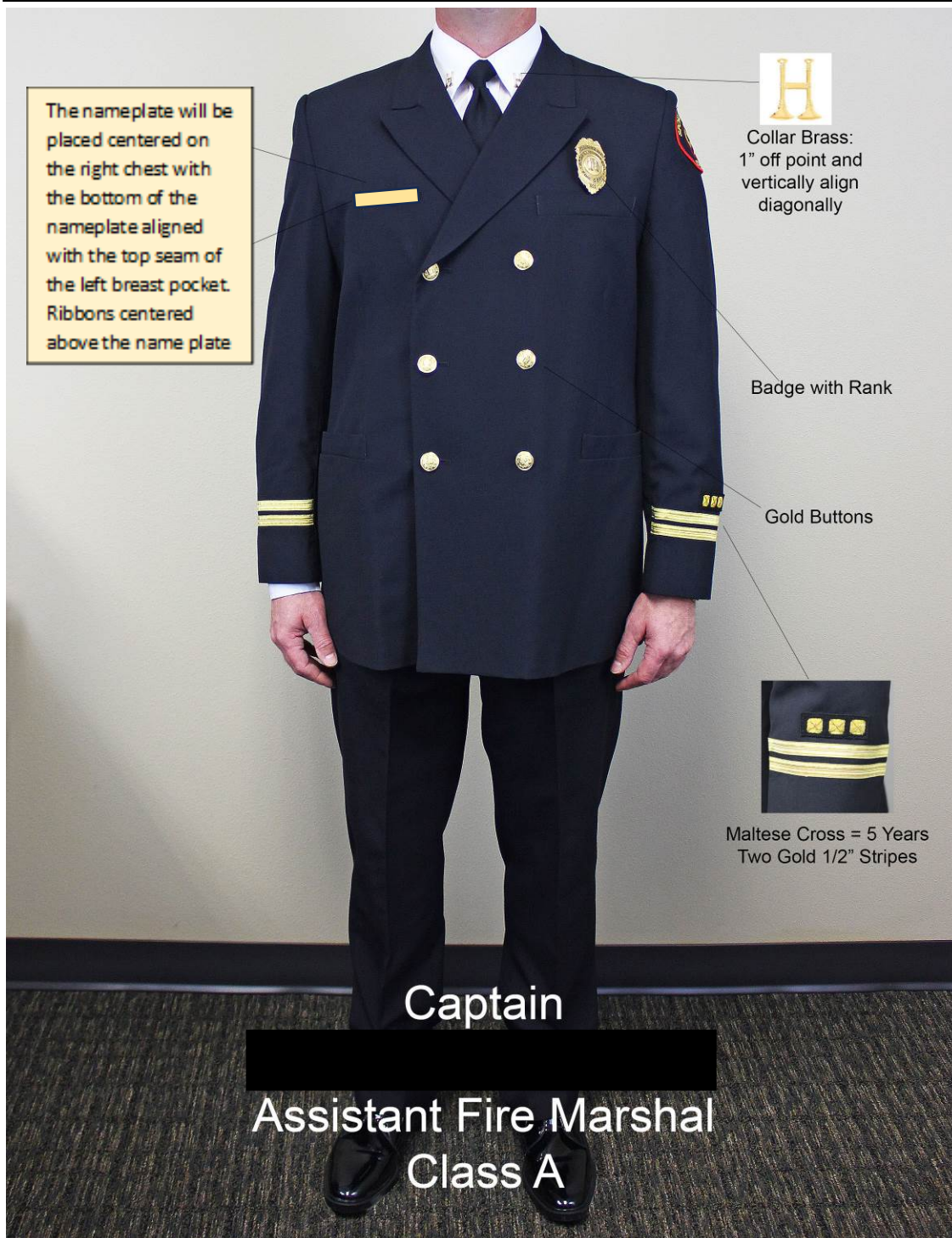


Figure 11: Class A Uniform details shown for ranks of Captain and Assistant Fire Marshal

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Figure 12: Class A Uniform details shown for Chief Officers

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Figure 13: Class A Uniform details show for a Captain in Honor Guard

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Figure 14: Class A Uniform details show for Captain in Honor Guard (coat off)

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Figure 15: Class A Uniform details shown for Pipes & Drums (all ranks)

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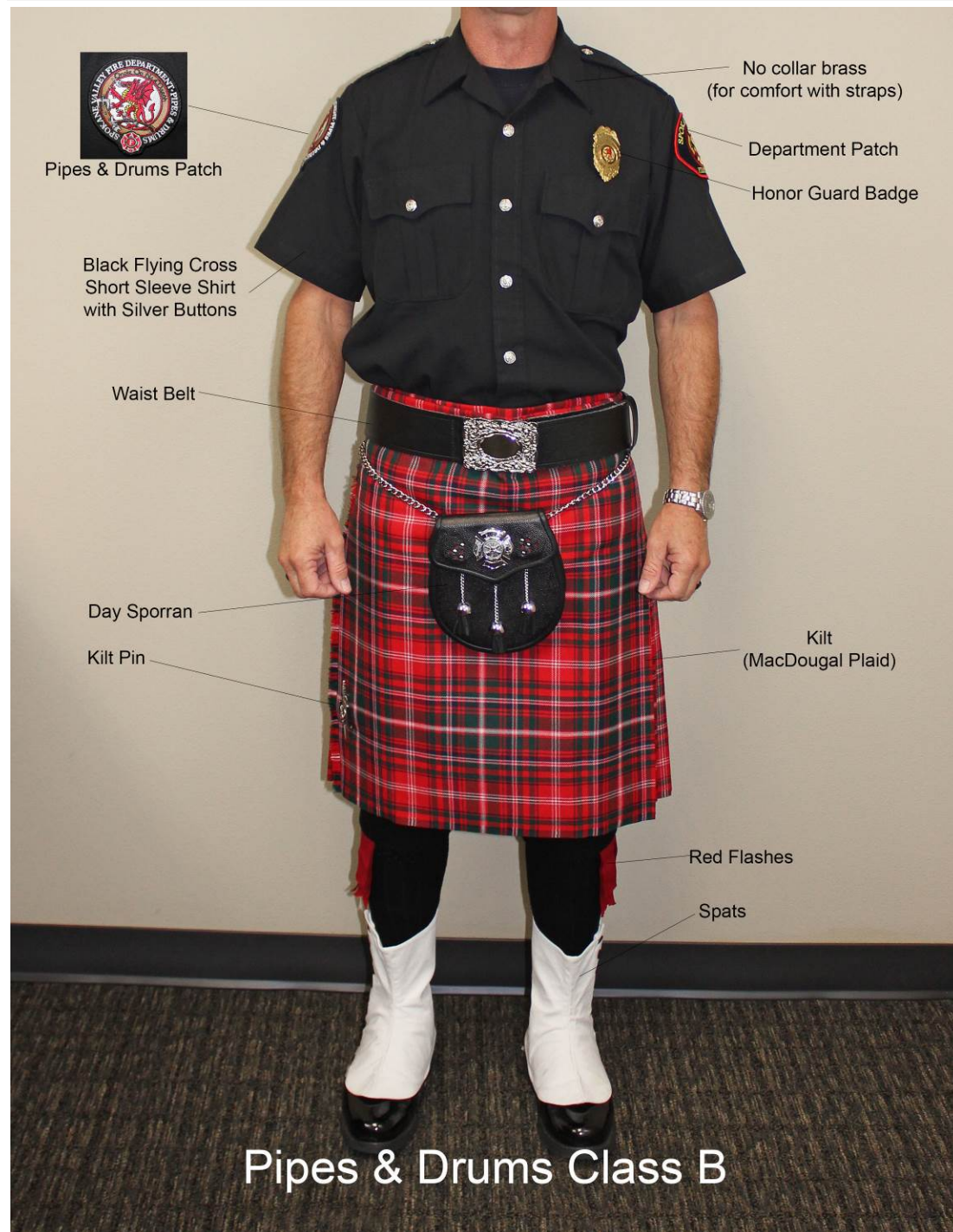


Figure 16: Class B Uniform details shown for Pipes & Drums (all ranks)