



# **FRESNO COUNTY FIRE**

**PROTECTION DISTRICT**

## **PAID-CALL FIREFIGHTER POLICY & PROCEDURE HANDBOOK**

**POLICY NO.:** 200-06

**SUBJECT:** UNIFORMS  
Paid-Call Firefighter

**EFFECTIVE DATE:** March 1, 2011

**REVISION DATE:** October 10, 2014

**RESPONSIBILITY:** Fresno County Fire Protection District  
Paid-Call Firefighter Personnel

### **POLICY/PROCEDURE:**

#### **PURPOSE:**

The policy will provide uniform standards and guidance to the Paid-Call Firefighter (PCF) personnel who work for the Fresno County Fire Protection District (District). The District desires that PCF personnel be uniformed and have a professional appearance. A standard uniform in addition to a well groomed professional appearance is the key to maintaining the public's trust and gaining respect from the people and the Communities in which we serve.

#### **POLICY:**

The Paid-Call Company Officers (CO), Paid-Call Fire Apparatus Operators (FAO) and Paid-Call Firefighters will wear the uniform when representing the District on official business. This will include, but is not limited to, emergency response, fire station coverage assignments, training sessions or other planned events as directed by the Fire Chief.

#### **PROCEDURE**

##### **Issuance**

The Fire District will issue the designated number and types of uniform garments to new PCF personnel at time of appointment to the position or when reaching the appropriate rank.

## Uniform Garment Voucher

The District will issue a uniform voucher to new PCF Firefighters, with no cash value, which will be presented to an authorized vendor in exchange for the approved uniform garments. The voucher will cover the type and number of approved garments listed on the voucher and within the Official Uniform section of the policy as designated for each rank. The District will provide patches and name plates when required. The District will issue a Work Boot to new PCF Firefighters, The District Service Center will size and order the approved leather work boots, Hawthorn Logger (HAT-H7806), or similar should this boot become unavailable, for the employee. If the employee wishes work boots other than those provided, the District will reimburse the employee who provides proof of purchase of approved footwear, up to \$220.00. The remaining cost will be at the employee's sole expense.

In the event that a PCF separates prior to Twelve (12) months of service, the uniform costs including boots, will be prorated and an accounts receivable amount will be billed to the PCF to reimburse the Fire District.

## Official Uniform

The District has designated that the official uniform shall consist of pants, belt, and T-Shirt that are of the same specifications as those for CAL FIRE personnel. Members holding the rank of PCF Company Officer, and/or PCF Fire Apparatus Operators will be issued shirts with patches, a badge and collar brass in accordance with Department specifications and policy.

## Uniform Maintenance

Personnel are required to keep the uniform clean and neat and properly fitting prescribed uniforms. Discretion will be used in wearing repaired uniform garments. Uniform items with visible areas of wear or disrepair which detract from the employee's appearance will not be worn. Supervisors of uniformed personnel are responsible for enforcing this section.

## Grooming Standards

The grooming standards for all PCF personnel as listed in FCO Policy 200-07 will be enforced while in uniform.

## Annual Uniform Allowance

A \$300 annual uniform allowance for garment and boot replacement, maintenance and care, will be provided by the District. It is the PCF's responsibility to maintain and replace uniform garments at the employee's expense due to normal wear out or damage incurred while performing duties under direction of the District. The uniform allowance is intended to reimburse the employee for these costs, and will be paid at the end of each 12 month period after the initial 12 month period covered by the new employee voucher. The first uniform allowance is due at 24 months to cover the previous 12 months. Should a PCF separate prior to the end of a twelve month period, the annual uniform allowance will be prorated for the time worked, and paid at separation from service.

**\*Only the designated garments listed in this section of the policy are furnished by the District, and only those accessories listed are permitted to be worn with the official uniform.**

## UNIFORM SPECIFICATIONS

### PCF FIREFIGHTER

The Firefighter/ will be provided the following at time of appointment:

- Pants – two (2) each
- Belt – one (1) each
- T-Shirts – four (4) each

### PCF COMPANY OFFICER/ PCF FIRE APPARATUS OPERATOR

The PCF Company Officer and PCF Fire Apparatus Operators will be provided the following at time of appointment to or promotion:

- Shirts – two (2) each (one of which can be long sleeve)
- Badge – one (1) each
- Collar Brass – one (1) each
- Name Tag – one (1) each
- Patches – four (4) each

### UNIFORM SHIRT – WORK RESPONSE

#### NOMEX IIIA

- Flying Cross (Navy Blue):  
Short Sleeve 9800 (Male) 9810 (Female)  
Long Sleeve 9820 (Male) 9830 (Female)
- Workrite (Midnight Navy):  
Short Sleeve 700MNX-45-MN (Male) 701MNX-45-MN (Female)  
Long Sleeve 705MNX-45-MN (Male) 706MNX-45-MN (Female)

### UNIFORM PANTS – WORK REPONSE

#### NOMEX IIIA

- Flying Cross (Navy Blue): 98200 (Male)      98250 (Female)
- Workrite (Midnight Navy): 400NX75 (Male)      401NX75 (Female)

#### FOOTWEAR (Approved)

- Black leather
- Lace-type work boot
- Vibram style deeply lugged soles and heels
- Minimum 8" high leather top
- Hard toe material (hard leather or similar)

#### T-SHIRT

##### Short or Long Sleeve

- Crew Neck
- 100% Heavyweight Cotton (6.0 ounces or heavier)
- Markings must conform to FCFPD Policy
- Color must closely match Nomex IIIA shirt
- The long sleeve T-Shirt shall not be worn with a short sleeve Nomex IIIA shirt

#### BELT

Chambers      6050-001 (1 ½")  
 Square style buckle with center bar and nickel-finish

#### PATCHES

##### Worn on both sleeves

- Centered 1" below shoulder seam on coats/jackets
- Centered ½" below shoulder seam on uniform shirts

#### BADGES

Employees in approved classifications will be issued badges commensurate with their classifications for the duration of employment or membership. Each badge issued requires an "Advice of Items Loaned" form CDF-79, signed by both the issuing Officer and the employee. The District identification cards are to indicate the number of the badge assigned and must be reissued when a change in badge number or status occurs. Badges will be surrendered to an employee's supervisor when the employee (1) separates from the District, or (2) incurs a change in employment which no longer requires a badge.

#### COLLAR INSIGNIA

##### PCF Company Officer and PCF Fire Apparatus Operator

- Silver circular shape – 1" diameter
- Rank designation CO and FAO

## BADGE

### PCF Company Officer and PCF Fire Apparatus Operator

- Style A242-13260 Entenmann Rovin
- Nickel
- 1<sup>st</sup> Banner – Rank (Company Officer, Fire Apparatus Operator)
- 2<sup>nd</sup> Banner – "FRESNO COUNTY"
- Center Insignia – Firefighter Cluster (Blue & Gold) (Same as new District patch)
- 3<sup>rd</sup> Banner – "FIRE DISTRICT"
- 4<sup>th</sup> Banner – "Badge Number"
- Worn on left chest centered 2" above pocket



## NAME PLATE

- Plastic (7/8" by 3-1/4" size)
- Engraved
- Black lettering
- First Name (or Initial) and Last Name
- Employee Name: Times New Roman (TNR) 26 point font
- FRESNO COUNTY FIRE below Employee Name: TNR 15.6 point font
- Silver Background
- Worn on uniform shirt center at the top of the right pocket

## IDENTIFICATION CARDS

An identification card will be issued to all non-safety and safety uniformed personnel and must be carried while on-duty. The identification card is only to be used to identify you as an employee of the FCFPD while acting in an official capacity. The identification card shall be surrendered immediately to the FCFPD when asked for or criminal and/or

civil action. The FCFPD identification cards are to indicate the number of the badge assigned and must be reissued when a change in rank, badge number or status occurs.

#### **CAP – BASEBALL STYLE (Optional)**

The approved Baseball Style cap is authorized to be worn with the uniform.

Dark Navy Blue (closely matching uniform)

- Wool Blend or Twill Fabric
- Mid-Crown (3-1/2")
- Embroidery consistent with FCFPD policy

#### **ACCESSORIES – Optional items allowed at employees sole expense.**

#### **SWEATSHIRT**

Dark Blue (Closely matching uniform trousers)

- Heavyweight, Cotton/Polyester fleece (9 oz. or heavier)
- Pullover, with half-zipper
- Standup cadet collar
- See embroidery specification for sweatshirt

Manufacturer:

- Jerzees 4528M
- Sport-Tek F253

#### **JACKET**

- Dark Blue
- FCFPD approved patch on both shoulders of jacket.

Manufacturer:

5.11 or equivalent (Style Options: Precinct or Specialist Jacket)

#### **INSIGNIA**

#### **FLAG/EMS PIN**

#### **UNITED STATES FLAG**

Metal Emblem

- Not to exceed 1/2" in size
- Worn centered 1" above name plate on uniform shirt

#### **EMS – Star of Life**

Metal Emblem

- Not to exceed 1" in size
- Worn centered 1" above name plate on uniform shirt
- Worn to the left of the flag pin if worn together

## **UNIFORM PROTOCOLS**

### **SWEATSHIRT**

May be worn over the field shirt while performing work activities during cold weather.  
(See embroidery specifications)

### **JACKET**

May be worn with the field shirt while performing work activities during cold weather.  
Place approved patch on both shoulders of jacket.

## **EMBROIDERY/MARKING SPECIFICATIONS**

### **T-Shirt**

- See Exhibit XX

### **Cap – Baseball Style**

- See Exhibit XX

### **Sweatshirt**

A miniature FCFPD patch is embroidered on the front, left breast of the garment where the badge would be worn.

Name and rank are placed on the right breast of the garment in the Silver-Maderia color SILVER 1811 color using ½" Arial font. Rank is centered below the name. Rank spelled out, COMPANY OFFICER, FIRE APPARATUS OPERATOR, and FIREFIGHTER.

### **Nomex**

- See Exhibit

## **PERSONAL PROTECTIVE EQUIPMENT (PPE)**

PPE of the same specification and design as CAL FIRE shall be issued to the designated non-safety personnel and all safety personnel. Safety clothing will be worn as necessary or dictated by the type of work being performed and in accordance with policy.

### **POLICY RESPONSIBILITY:**

Board of Directors, Fire Chief, District Administrative Officer, Division Chiefs, Battalion Chiefs, Station Captains, Paid-Call Company Officers, Paid-Call Fire Apparatus Operators, Paid-Call Firefighters.