



# PARADIS VOLUNTEER FIRE DEPARTMENT

## POLICY DOCUMENT

### UNIFORM ATTIRE

#### 1.0 Official Department Uniform

- 1.1 Only those items issued by the Department or permitted within this policy will be considered the official uniform of the Department.
- 1.2 The President or a Chief Officer may, at his discretion, on a temporary basis, permit deviations from the official uniform policy.
- 1.3 In order to be issued official PVFD uniform attire, a new member must have served in the department for at least 1 year prior to October 31<sup>st</sup> of the current year. A returning member with at least two (2) years of prior PVFD service must be in active status.
  - 1.3.1 Department Uniform T-Shirts are an exception.
- 1.4 Two (2) department uniform t-shirts will be issued to new members when they reach active status.
- 1.5 All uniform items shall be returned upon leave of absence or resignation from the department.

#### 2.0 Formal Dress (Class A)

- 2.1 Uniform shall consist of the following:
- 2.2 Cap (Optional)
  - 2.2.1 Uniform Cap shall be a Bell Style Traditional Cap with Black Vinyl Visor.
  - 2.2.2 Hardware on the cap shall include Chin Strap with Buttons and Cap Device-which shall be the Paradis Volunteer Fire Department Maltese Cross Badge.
    - 2.2.2.1 Cap shall be white in color for officers and lifetime members with gold hardware and badge.
    - 2.2.2.2 Cap shall be white in color for non-officers with silver hardware and badge.
    - 2.2.2.3 Chief Officers, President, and Vice President shall have Gold Flames embroidered on Black Felt Visor.

## 2.3 Coat

- 2.3.1 Uniform Coat shall be a Four-Button single-breasted navy blue dress coat with Fire Department Buttons.
  - 2.3.1.1 Buttons on Coat shall be Gold in color for officers and lifetime members, Silver in color for non-officers.
  - 2.3.1.2 Officers will be signified by gold cords to be worn on the right shoulder.
- 2.3.2 Uniform Coat shall have the following sewn on emblems:
  - 2.3.2.1 Paradis Volunteer Fire Department Patch shall be sewn on left and right sleeve one inch below shoulder seam

## 2.4 Uniform shirt

- 2.4.1 Uniform Shirts shall be white in color for Officers and Lifetime Members, Light-Blue in color for non-officers.
- 2.4.2 Uniform Shirts shall be long sleeved with buttoned cuffs.
- 2.4.3 Uniform Shirts shall have the following sewn on emblems:
  - 2.4.3.1 Paradis Volunteer Fire Department patch sewn on right sleeve one inch below shoulder seam
  - 2.4.3.2 United States Flag sewn on left sleeve with star-field facing the front of the shirt.
- 2.4.4 Uniform Shirts shall be tucked neatly into uniform pants or skirt.

## 2.5 Neck Tie

- 2.5.1 Neck Tie should be navy blue in color and have knot centered between collar points of shirt.
- 2.5.2 Neck Tie should extend from the center of the collar to not more than 4 inches above belt buckle and not extending below belt buckle.

## 2.6 Undershirt

- 2.6.1 T-shirts shall be white in color and of the crew neck, v-neck, or a-frame variety.

## 2.7 Gloves (Optional)

- 2.7.1 Gloves shall be white and made of cotton or cotton blend.

## 2.8 Pants/Skirt

- 2.8.1 For Men or Women
  - 2.8.1.1 Uniform pants shall be navy blue slacks (without cuff) that are matched in color to the Dress Coat.

2.8.2 For Women

2.8.2.1 Navy blue or black skirt extended to the knee.

**2.9** Belt

2.9.1 Uniform Belt shall be black leather no wider than belt loops on uniform pants.

2.9.2 Belt buckle may not be larger than two and one half inches high, and three and one half inches wide, and may be either Department themed or plain.

**2.10** Socks/Stockings

2.10.1 Men or Women

2.10.1.1 Socks shall be worn and shall be black or dark navy blue in color.

2.10.1.2 White socks shall not be worn; however, white socks with black or dark navy tops may be worn in cases of medical necessity.

2.10.2 Women

2.10.2.1 Stockings may be worn with Skirt.

**2.11** Shoes

2.11.1 Black, polished, closed top, laced shoes or black duty type boots (subject to approval of President or Fire Chief).

2.11.2 Shoes shall have non-skid soles.

2.11.3 Shoes shall have no more than a 2 inch heel.

2.11.4 Shoes must be shined and in good repair, free of splits, holes, or separations.

2.11.5 No cowboy style boots, open toe shoes, soft-shoe material, sneaker/athletic like shoes, sandals, flip-flops, or fashion shoes are permitted.

2.11.6 Shoes or boots may not have suede or canvas uppers, however, military boots with canvas panels above the ankles are acceptable.

**2.12** Insignia & Accessories

2.12.1 Insignia for Officers shall be gold in color, silver in color for non-officers.

2.12.2 Badge

2.12.2.1 The Department Badge shall be worn on the left breast of the Uniform Coat.

2.12.2.2 Officers' Badge shall be a Silver Maltese Cross and label panels set on a Gold Shield. The center medallion of the Maltese Cross shall be the official seal of the State of Louisiana. (Based on Smith & Warren Model S91K)

2.12.2.3 Non-Officers' Badge shall be a Silver Maltese Cross. The center medallion of the Maltese Cross shall be the official seal of the State of Louisiana. (Based on Smith & Warren Model F141)

2.12.2.4 Lifetime Members' Badge shall be a Gold Maltese Cross. The center medallion of the Maltese Cross shall be the official seal of the State of Louisiana. (Based on Smith & Warren Model F141)

### 2.12.3 Epaulets (Shoulder Boards)

2.12.3.1 Navy Blue and Gold Epaulets designating rank shall be worn on both shoulders of the outer garment.

2.12.3.1.1 President designated with 5 stars

2.12.3.1.2 Vice-President designated with 4 stars

2.12.3.1.3 Secretary designated with 3 stars

2.12.3.1.4 Treasurer designated with 2 stars

2.12.3.1.5 Sergeant at Arms designated with 1 star

2.12.3.1.6 Fire Chief designated with 5 crossed bugles

2.12.3.1.7 Deputy Fire Chief designated with 4 crossed bugles

2.12.3.1.8 Assistant Fire Chief designated with 3 crossed bugles

2.12.3.1.9 Captains & Training Officer designated with two standing bugles

2.12.3.1.10 Lieutenants designated with one standing bugle.

2.12.3.1.11 Firefighters/Support Members shall wear no Epaulets.

2.12.3.1.12 Lifetime Members designated with firefighter scramble.

### 2.12.4 Nameplate

2.12.4.1 Nameplate shall be gold for officers and lifetime members and silver for firefighters with blue embossed lettering (Smith & Wesson NP102).

2.12.4.2 Nameplate shall include the full first name and full last name of member.

2.12.4.3 Nameplates shall be worn centered 1/8" above the right coat pocket.

### 2.12.5 Coat Collar Pins

2.12.5.1 Collar Pins shall be di-cut that bear the appropriate fire line rank of the member (see section 6).

### 2.12.6 Shirt Collar Pins

2.12.6.1 Collar Pins shall be round medallion set on blue enamel background.

2.12.6.2 Collar Pins shall bear the appropriate fire line rank of the member (see section 6).

2.12.7 Tie Clip or Pin

2.12.7.1 Tie Clips or Pins are permissible as long as they are in good taste and do not detract from the Department Uniform (subject to approval of the President or a Chief Officer).

2.12.8 Service Pins

2.12.8.1 Department service pin, EMT pin, First Responder pin, and/or Hazardous Material pin as approved by the Department worn on shirt or coat pocket below the nameplate. If more than one pin is worn, they shall be worn horizontally along the pocket. Maximum of 5 pins shall be worn.

**3.0** Semi-Formal Dress (Class B)

**3.1** Uniform shall consist of the following:

**3.2** Uniform shirt

3.2.1 Refer to 2.4

**3.3** Neck Tie

3.3.1 Refer to 2.5

3.3.2 Tie may be optional at the discretion of the President or a Chief Officer.

**3.4** Undershirt

3.4.1 Refer to 2.6

**3.5** Pants/Skirt

3.5.1 Refer to 2.8

**3.6** Belt

3.6.1 Refer to 2.9

**3.7** Socks/Stockings

3.7.1 Refer to 2.10

**3.8** Shoes

3.8.1 Refer to 2.11

**3.9** Insignia & Accessories

3.9.1 Refer to 2.12

## 4.0 Business Casual Dress (Class C)





### 4.1 Uniform shall consist of the following:

- 4.1.1 Department Polo or Department T-Shirt. Uniform of the day determined by President or a Chief Officer.
- 4.1.2 Black, Navy Blue, or Khaki Pants or Slacks or short pants may be worn as long as they are in good taste and do not detract from the Department Uniform (subject to approval by the President or a Chief Officer).
  - 4.1.2.1 Shorts must not extend any more than 4 inches from the knee to the thigh when kneeling.
- 4.1.3 No Insignia or Accessories will be worn with a Class C uniform.
- 4.1.4 Black or Brown closed top, laced shoes or duty type boots shall be worn (subject to approval by the President or a Chief Officer). Shoes must have non-skid soles.
  - 4.1.4.1 Open shoes, soft- shoe, sneaker/athletic like shoes, sandals, flip-flops or fashion shoes may be worn at the discretion of the President or a Chief Officer.
  - 4.1.4.2 Shoes must be in good repair, free of splits, holes, and separations.
- 4.1.5 Socks shall be worn with closed toe shoes and shall be black, navy blue, or khaki in color to correspond with pants or slacks unless worn with boots so that socks do not show. White socks may be worn with sneaker/athletic shoes.

## 5.0 Any outwear not provided by Paradis VFD is subject to approval by President or a Chief Officer.

6.0 Department Insignia Images

		
<p>Officer Badge Smith &amp; Warren Model S91K</p>	<p>Non-Officer Badge Smith &amp; Warren Model F141</p>	<p>Lifetime Member Badge Smith &amp; Warren Model F141</p>
		
<p>Fire Chief Shirt Pin</p>	<p>Deputy Chief Shirt Pin</p>	<p>Assistant Chief Shirt Pin</p>
		
<p>Captain Shirt Pin</p>	<p>Lieutenant Shirt Pin</p>	<p>Firefighter/Lifetime Shirt Pin</p>
		
<p>Fire Chief Coat Pin</p>	<p>Deputy Chief Coat Pin</p>	<p>Assistant Chief Coat Pin</p>
		
<p>Captain Coat Pin</p>	<p>Lieutenant Coat Pin</p>	<p>Firefighter/Lifetime Coat Pin</p>

		
Officer/Lifetime Coat Button	Firefighter Coat Button	President & Vice President Coat Pin
		
Secretary	Treasurer	Sergeant at Arms Coat Pin

**6.1** All officer and lifetime member insignias are to be gold and all non-officer insignias are to be silver.