

UNIFORMS

SECTION 1. PURPOSE:

A. Governing Regulations: Uniforms for all employees are authorized in accordance with 5 USC §§5901-5903, and as interpreted and implemented by the Office of Personnel Management (OPM). This article establishes procedures and responsibilities for acquiring, wearing, maintaining, and exchanging of official Agency uniforms. (See Security Personnel Article for uniforms for those employees).

B: Authorized and Prescribed Uniforms: An employee who is required by the Agency to wear a uniform shall be issued uniforms in accordance with law and government wide regulation. As used in this Article, the term "uniform" shall mean a specific and distinctive article of apparel specifically "prescribed" for employee wear by the Agency. "Authorized" uniform items include those substitute clothing items which are purchased by the employee within the standards of the prescribed uniforms. The Agency shall identify the category of employees required to wear uniforms, such as scrubs or lab coats. Employees will bear the expenses associated with the maintenance and cleaning of authorized, but not prescribed, personally owned substitute uniforms. The Agency will assume the responsibility for routine cleaning and maintenance of prescribed uniforms (e.g., hospital issued scrubs).

SECTION 2. UNIFORMS FOR FOOD AND NUTRITION SERVICES (FNS): The FNS uniform will consist of a chef's jacket, shirt, smock or apron, pants or dress, T shirt (not undershirt), and cap or chef hat, as well as a jacket or sweater when appropriate, which will be provided by the Agency at no cost to the employee. Four uniforms will be provided upon initial hire and two new uniforms each year thereafter. Up to two additional replacement uniforms shall be provided annually upon demonstrated need. FNS employees will also be provided with at least one pair of skid resistance shoes each year, and water proof or safety shoes where necessary to maintain safe working conditions. For FNS employees routine laundering of the uniforms is their responsibility.

SECTION 3. ALTERATIONS AND REPAIRS: The Agency will be responsible for the initial alterations, embroidery, and tailoring required such that the issued uniform is properly fitted and meets Agency requirements. With the written permission of the Agency, employees may have their names embroidered on their uniform items or otherwise alter, change or tailor the prescribed and issued uniforms. The Agency agrees to make provisions for turn-in and reissue of uniforms due to normal fair-wear-and-tear which will be accomplished without cost to the employee.

SECTION 4. IDENTIFICATION INSIGNIA:

A. Agency Issued Identification Badge: Employees whose duties routinely bring them into contact with patients need to wear an easily read identification badge showing name and position title. Identification badges must be furnished at the Agency's expense.

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B. Other Insignia: Insignia indicating membership in the Union may be worn by any employee. Insignia indicating membership or certification by an approved professional or occupational organization may be worn with the permission of the Agency. The cost of such insignia is the employee's responsibility.


SECTION 5. TIME TO CHANGE IN AND OUT OF UNIFORMS: This subject is addressed in the Hours of Work Article (Section 1-D8) of this CBA.

SECTION 6. STORAGE:

A. Securing Valuables: When the Agency requires an employee to change into a uniform, a securable storage space of appropriate size for personal valuables will be provided. If there is a shortage of space, storage space may be limited to duty hours.

B. Searches: Any search of these secure storage lockers/cabinets must be done for good cause and in compliance with applicable laws and regulations. The Agency agrees to continue the current policy of at least two agency officials being present during any search of the lockable storage. Except for an emergency or when pursuant to a criminal investigation by an outside entity, the Agency will allow a Union Representative to observe the search.

SECTION 7. CHANGES: Any proposed changes in the current style, color, texture, or design of uniforms currently in existence shall be forwarded to the Union for bargaining. Nothing will prevent the Parties from negotiating to establish requirements for determining an initial and annual uniform allowance.

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