

Uniforms

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Policy Statement

The Sheriff's Office establishes and regulates the wearing of uniforms by assigned employees and volunteers in order to ensure:

- Members of the public can readily identify uniformed personnel as official employees of the Sheriff's Office.
- Uniformed personnel project a consistent, professional appearance.

Persons Affected

All Sheriff's Office law enforcement, corrections and reserve deputy sheriffs, and uniformed volunteers

Directives Affected

- Rules and Regulations Manual Sections 13.18.4, 46.1–46.13 – canceled
- *Uniforms Authorization Special Order* - canceled

Definitions

Insignia – a device added to a uniform item that is intended to represent or identify something

Subdued – gray on black or a combination of gray and black, non-reflective unless noted

Uniform configuration – a specific, authorized group of uniform items and insignia

Uniform item – an individual piece of a uniform configuration typically considered clothing

Policy Exceptions

Supervisors may authorize deviations from the requirements in this policy in specific, short-term situations. They also have the authority to determine whether any item is presentable for wear according to this policy (see [Appearance, Maintenance and Wear](#)), except where otherwise indicated.

Supervisors will not authorize recurring or ongoing changes without approval from the sheriff. This does not apply to pre-approved accommodations for specific employees.

Employee Responsibilities

Appearance, Maintenance and Wear

Uniformed employees and volunteers will:

- (a) Wear uniforms that appear neat and clean and do not look significantly worn, damaged or faded. Clothing should appear pressed and footwear should be polished when practicable.
- (b) Possess and maintain enough required uniform items so they can wear uniforms that are in good condition throughout their expected duty schedule.
- (c) Wear the authorized uniform that is most appropriate for the task or duty in which they are or will be engaged.
- (d) Wear all required parts of a uniform configuration and not mix pieces from different authorized configurations.
- (e) When not in uniform, deputy sheriffs driving marked Sheriff's Office vehicles will wear clothing in accordance with the *Dress Code* policy [HYPERLINK] and have within immediate reach a jacket, external vest or other authorized uniform item that will identify them as Sheriff's Office employees in the event they must respond to an emergency.

Cleaning (Specialized), Repair and Replacement

Employees should notify a supervisor (and follow decontamination procedures when applicable) as soon as practicable when:

- (a) Any uniform item becomes contaminated with a substance that requires cleaning that would be unsafe or impractical for the employee to attempt (e.g., items exposed to others' blood).
- (b) Any uniform item becomes damaged in the line of duty.

Employees should request cleaning, repair or replacement of items in writing via the chain of command. The Sheriff's Office will determine how to clean or whether to repair or replace each item and will bear the associated costs, consistent with applicable bargaining agreements.

Authorizations and Requirements

This section authorizes employees and volunteers listed in the below table to wear, and requires them to maintain, the indicated official Whatcom County Sheriff's Office uniforms.

Members may not wear any uniform **configuration, item** or **insignia** that is not covered by this policy without approval from the sheriff. No other individuals shall wear Sheriff's Office uniforms without permission from the sheriff.

Uniform Configuration	Deputy Sheriffs				Volunteers
	Law Enforcement	Corrections	Reserve	Command	
Class A	R	R	R	R	
Class B	R	R	R	R	
Jumpsuit	O	O	O	O	
Utility	OR	OR	OR	O	
Dress	RA	RA	RA	R	
Tactical	RA	RA	RA	O	
Volunteer					RA

Key:

R = Required
RA = Required when assigned to applicable units
O = Optional
OR = Optional for indicated personnel but required for certain specialty assignments

Retired Deputy Sheriffs

The sheriff may present deputy sheriffs who retire in good standing with ceremonial badges indicating their status as retired deputies.

Retired deputies are not authorized to wear Sheriff's Office uniforms.

Configurations

The following sections describe the [uniform items](#) and [insignia](#) that deputies will wear together and the situations that are appropriate for each [configuration](#). Command staff members may require employees to wear particular uniform configurations for specific events or periods.

Class A

The Class A uniform is the dress uniform for all personnel, except when the [Dress](#) uniform for command staff personnel is prescribed.

Deputies shall wear this uniform when *appearing* in any *superior* or *federal* court matter (this does not include corrections deputies assigned to court duty), and should wear it when attending events that suggest its civilian equivalent is most appropriate (e.g., business attire). (Note: Deputies may also appear in court in equivalent civilian attire.)

Uniform Items	Insignia		
	Name	Type	Number
Class A shirt	Adornment	Buttons, metal	As required
	Devices	Awards, etc.	As required
	Badge	Metal	1
	Name	Metal	1
	Office	WCS	2
	Office	Shoulder patch, color	2
	Rank	Metal (Command) Patch, Color (Sergeant)	2
	Service	Patch, bars	1 set
Tie	Adornment	Tie clasp	1
Class A pants			
Basket weave duty belt			
Black socks (if visible)			
Duty footwear (polishable) or dress shoes			

When specified or desired:

Campaign hat	Adornment	Braid	1
	Badge	Metal, mini	1
Ceremonial gloves			

For Traffic Unit members when engaged in motorcycle duties:

Breeches
Motorcycle boots

Class B

Deputies should wear this uniform when engaged in their regular uniformed duties, except when other uniforms are specifically required or optional. Deputies may wear this instead of the [Class A](#) uniform when appearing in a district or municipal court.

Uniform Items	Insignia		
	Name	Type	Number
Class B shirt	Badge	Metal, Plastic, or Patch	1
	Name or ID#	Patch, subdued	1
	Office	SHERIFF, front and rear	1 each
	Office	Shoulder patch, subdued	2
	Rank	Patch, subdued	2
Black undershirt (if visible)			
Class B pants			
Basket weave or nylon duty belt			
Black socks (if visible)			
Duty footwear			

For Traffic Unit members when engaged in motorcycle duties:

Breeches
Motorcycle boots

Jumpsuit

Deputies may wear this uniform as an alternative to the [Class B](#) uniform. The jumpsuit replaces the Class B shirt and pants; all other Class B items and insignia apply.

Utility

Deputies may wear this uniform as an alternative to the [Class B](#) uniform *except when performing patrol or inmate transport duties*. This uniform is not appropriate for any courtroom that is outside a corrections facility.

Uniform Items	Insignia		
	Name	Type	Number
Utility shirt	Badge	Embroidered, subdued	1
	Name or ID#	Embroidered, subdued	1
	Rank	Patch subdued (Collar or Shoulder)	2
Black undershirt (if visible)			
Utility pants			
Basket weave or nylon duty belt, or plain belt			
Black socks (if visible)			
Duty footwear			
For wear as part of a specialty unit (e.g., Marine Unit, Crime Scene Investigations):			
Utility shirt	Office	SHERIFF, rear	1

Dress

Command staff members may wear this uniform during events at which formal dress is appropriate. Members of the Honor Guard Unit also wear a variation of this uniform.

Uniform Items	Insignia		
	Name	Type	Number
Dress coat	Adornment	Buttons, metal	As required
	Devices	Awards, etc.	As required
	Badge	Metal	1
	Name	Metal	1
	Office	Shoulder patch, color	2
	Rank	Metal	2
	Service	Patch, stars	1 set
Dress shirt	Office	WCS	2
Tie	Adornment	Tie clasp	1
Class A pants			
Basket weave duty or plain belt			
Black socks (if visible)			
Dress shoes			

When specified or desired:

Campaign hat	Adornment	Braid	1
	Badge	Metal, mini	1
Ceremonial gloves			

Tactical

Special Weapons and Tactics (SWAT) Team and Critical Response Team (CRT) members may wear this uniform during related operations and training. Members may also wear associated ballistic gear.

Uniform Items	Type	Number
Tactical shirt	Shoulder patch, tactical	2
Tactical pants		
Basket weave or nylon duty belt		
Tactical boots or duty footwear		

Volunteer

Citizens on Patrol (COPS) volunteers should wear this uniform when engaged in program activities.

Uniform Items	Insignia		
	Name	Type	Number
Volunteer shirt	Name or ID#	Patch, subdued	1
	Office	SHERIFF, front	1
	Office	Shoulder patch, subdued	2
	Office	VOLUNTEER, front	1
Utility pants (black)			
Basket weave or nylon duty belt or plain belt			
Duty footwear			

Optional Uniform Items

Uniformed employees and volunteers may wear the items listed in this section with any [uniform configuration](#) except where noted.

Item	
Cap, Baseball-Style	
Cap, Winter	
Gloves, Protective	
Jacket, Leather	
Jackets	Jackets will have all insignia required on the Class B uniform shirt.
Rain gear	
Vest Carrier, External	Deputies may wear simplified versions of the Class B shirt while wearing an external vest carrier as long as the resulting combination conforms to the Class B shirt requirements, such as insignia.

Descriptions

Items

This section describes each authorized uniform item.

Some items are further regulated to ensure consistency and quality. Deputies must follow the guidelines contained in the [Manufacturers – Uniforms](#) reference document when obtaining items listed in that document (see the table below).

Deputies may request that additional manufacturers or styles be authorized for a uniform item or insignia at any time by providing relevant information to the chief inspector, who will ensure the request goes through the appropriate approval process

<u>Item</u>	<u>Description</u>	<u>Manufacturer(s) specified?</u>
Headgear		
Cap, Baseball-Style	Black, worn with the bill facing forward except in approved circumstances (e.g., range)	Yes
Cap, Winter	Black, stocking or similar type, brand name logos (if present) must be unobtrusive	
Hat, Campaign	British green, black leather chin strap (strap normally worn behind the head unless specified)	Yes

Shirts

Shirt, Class A	British green, long-sleeved, with pink-tan pocket flaps and epaulets	Yes
Shirt, Class B	Black, long- or short-sleeved	Yes
Shirt, Utility	Black, polo-type, long- or short-sleeved	Yes
Shirt, Dress	White, long-sleeved, with epaulets	Yes
Shirt, Tactical	Green or camouflage, long- or short-sleeved	Yes
Shirt, Volunteer	Gray, long- or short-sleeved	Yes

Vest Carriers

Vest Carrier, External	Black	Yes
Vest Carrier, Internal	Black	

Tie

Tie	Pink-tan, tear-away recommended	Yes
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<u>Item</u>	<u>Description</u>	<u>Manufacturer(s) specified?</u>
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Gloves

Gloves, Ceremonial	White, cloth	
Gloves, Protective	Black; leather, nylon or similar material (not intended to refer to disposable gloves)	

Belts

Belt, Duty	Black; basket-weave (nylon optional); black or metallic (gold for command and sergeants, silver for all others) buckles if present.	
Belt, Plain	Black	

Pants

Breeches	Pants with gathered hem for easy inserting into motorcycle boots	Yes
Pants, Class A	Pink-tan, long, with British green strips down each leg	Yes
Pants, Class B	Black, long. Traffic deputies may have gray reflective striping down the outside seam of each leg.	Yes
Pants, Utility	Black or khaki, cargo-type, long (or short for Marine Unit members)	Yes
Pants, Tactical	Green or camouflage, long	Yes

Footwear

Boots, Motorcycle	Black, tall. Worn over breeches.	
Boots, Tactical	Black, tan or green	
Footwear, Duty	Black, boots appropriate to the duties the deputy is performing	
Shoes, Dress	Black, leather-type	

Outerwear

Coat, Dress	British green with pink tan pocket flaps and epaulets	Yes
Jacket, Leather		Yes
Jackets	Black, various styles	Yes
Jumpsuit	Black	Yes
Rain gear	Black	

Insignia

- Employees may only wear insignia that have been approved and issued by the Sheriff's Office.
- Sergeants and command staff normally wear gold-colored metal insignia and all others wear silver unless otherwise indicated.

Adornments

Insignia	Description
Braid	Silver or gold. Worn as a double strand around hat crown with acorns crossing in front and resting on the hat brim.
Buttons	Silver or gold, metal, "S". Worn in place of all visible shirt front and cuff buttons.
Tie clasp	Silver or gold, metal, "Sheriff's Office" or rank or commission type emblem as issued.

Devices

Insignia	Description
Awards	[Under development]
Qualifications	Authorized: Motorcycle.

Badge

- Only commissioned personnel may wear badges.
- All badges (except campaign hat) are about 2 ½” in diameter and worn above and centered on the left breast pocket (where present).
- Metal law enforcement badges will be six-point stars..
- Deputies will be issued two metal badges – one for wear and one for wallet identification.
- Metal badges (except campaign hat badge) will be printed with one of the following and issued to applicable personnel:

Gold	Silver
Sheriff Undersheriff Chief Deputy Lieutenant Sergeant	Detective Deputy

- All non-metal badges (e.g., patches) will read “Deputy Sheriff”.

Class A and Dress				
Law Enforcement	Corrections	Tactical	All other uniforms	Campaign Hat
[No photo]	[No photo]			[No photo]

Name

- Names are all capital letters as the employee’s first initial with a period, a space and then last name (e.g., “A. DEPUTY”).
- Letters are sized per the issued patch or authorized vendor and worn above and centered on the right breast pocket (where present). Patches may be sewn flush to the top of the pocket.

Class A and Dress	All other uniforms
[No photo]	

Office

SHERIFF (All)

- “SHERIFF” in **subdued**, capital letters.
- Letters are sized per the issued patch or authorized vendor.


SHERIFF (Front)

- Worn centered on the right breast pocket just above the Name insignia.
- Office and Name patches should be flush together.

SHERIFF (Rear)

Worn centered across upper back. Traffic Unit members may wear reflective lettering while they are assigned to the unit.

Class B, Jackets, Jumpsuit and Vest Carrier (External)

Front	Rear
	[No photo]

Shoulder Patch

- Patch is about 4 ½” wide by 3 ½” tall.
- Worn centered at the top of each sleeve about 1” down from each shoulder seam.



VOLUNTEER




Worn centered on and just above the left breast pocket.

WCS

- Silver or gold metal as applicable.
- Worn on both sides of the collar with the bottom of the letters flush against the collar’s stitching line at the edge that runs around the neck. The letters are oriented so that they can be read when standing at either shoulder of the wearer. In other words, on the wearer’s right side the “S” will be at the right front corner of the collar; on the wearer’s left side the “W” will be at the left front corner of the wearer’s collar.

Rank

- Sergeant stripes are worn centered on each sleeve about ½” below the shoulder patch.
- Command rank insignia are worn centered diagonally in line with the tip of each collar, except for on the Class A shirt and dress coat where they are worn on each shoulder epaulet about 1½” from the end seam and:
 - Bars are worn perpendicular to the body.
 - Stars are worn with the top point towards the neck unless multiple stars are linked in one device, in which case they are worn parallel to the body.

	Sergeant	Lieutenant	Chief Deputy	Undersheriff	Sheriff
Class A (and Dress for command)		One gold bar	One gold star	Two gold stars	Three gold stars
Dress (additional)	N/A	One ½” stripe	One 1” stripe	One 1” stripe & one ½” stripe	One 1” stripe & two ½” stripes
All other uniforms			[No photo]	[No photo]	[No photo]

Service

Bars

- Gold thread with black or British green backing for all personnel wearing Class A uniforms. Grey thread with black backing for all personnel wearing Class B long-sleeve uniforms or long-sleeve jumpsuits.
- Each bar is about 1½" long by ¼" wide. Bars are worn along the outside edge of the left sleeve crease beginning about 2" above the top of the cuff.
- One bar represents three years of completed service.

Stars

- Gold thread with black or British green backing.
- Worn ½" above the top rank stripe on the left sleeve in rows of no more than four.
- One star represents five years of completed service.

