



## **Kern County Sheriff's Office Policies and Procedures**

TITLE: CITIZEN SERVICE UNIT UNIFORMS			NO: K-420
APPROVED: Donny Youngblood, Sheriff-Coroner			
EFFECTIVE: July 15, 2009	REVIEWED: 09/07/2018	REVISED: 06/28/2012	UPDATED: 06/28/2012

### **POLICY**

It is the intent of this policy to ensure that all members of the Citizen Service Unit (CSU) possess uniforms and dress in accordance with the rules and regulations specified herein so as to present a professional image. All uniform items shall meet the requirements set forth in this and other uniform sections as applicable.

Certain items of clothing have been designated for severe weather. These items will be worn in the field only and will not be worn while attending formal meetings or Sheriff's Office functions. *Detailed descriptions of italicized uniform items are found in K-300.*

The standard CSU Uniform shall consist of:

- *Shirt, Black and White Uniform, long or short sleeve.*
  - The CSU badge will be embroidered on the left upper chest.
  - Name plate, metal (gold)
  - Shoulder Patches: A red Sheriff's Office shoulder patch will be affixed on both sleeves with the top of the patch 1 / 2" below the sleeve head seam, and in such a manner that a line bisecting the center of the patch would be perpendicular to the ground when the garment is worn. To be sewn on garment with colorfast black thread, not cross-stitched.
  - The Citizen Volunteer rocker patch will be sewn to each sleeve directly under each shoulder patch. The CSU rocker patch shall be supplied by the Volunteer Services Section.
- Service Pin:
  - CSU members may wear the approved service pin while in CSU uniform. The pin is to be a replica of the CSU badge with a removable banner denoting the accumulated years of service with the CSU Unit. The pin will be issued to all members after completing one year of service. Removable number banners, which will be attached to the service pin, will be issued to CSU members annually beginning after two years of service. The pin will be worn on the bottom corner of the right front pocket flap nearest the center of the uniform shirt. No other pins will be worn unless approved by the CSU Coordinator or the Volunteer Services Section Lieutenant.

- *Trousers, Black and White Uniform:*
  - Solid black trousers, straight leg with no outside cuffs, single crease front and back, with belt loops and without pleats is also acceptable. Denim material or patch pockets are not acceptable.
- **Belt:**
  - Black belt with conservative buckle. *Belt, Class A Uniform* is recommended.
- **Footwear:**
  - Black shoes or boots with plain rounded toes. No sharp toes or squared heels. No buckles or straps.
  - If skirt is worn, the shoes shall be black, low heeled, with closed, plain rounded toes.
- **Coveralls (optional):**
  - Navy blue, one-piece, zippered front, long or short sleeve with appropriate CSU patches. To be worn only when necessary to protect the CSU uniform from excessive damage. The coverall is not to be worn in lieu of the CSU uniform.
- *Gloves (optional)*
- **Cap (optional):**
  - Black baseball style hat with 4" bill, adjustable or fitted style. The CSU patch will be affixed to the front of the hat.
  - A Campaign style, 3" brim hat, constructed of hemp braid, navy blue in color may be worn for additional protection from the elements. The hat is to be worn outdoors only.
- The CSU Windbreaker and Severe Weather Jackets as described are authorized for wear with the CSU uniform (optional). Jackets will have the CSU badge affixed as outlined under the CSU shirt criteria.
  - The windbreaker shall be royal blue in color, mid-thigh length with a collar, button up front and flannel lined. It shall have reinforced hand pockets, a draw string bottom and shirred elastic cuffs. "SHERIFF VOLUNTEER" shall be printed on the back of the jacket in white 3" block letters between the shoulder blades.
  - The Severe Weather Jacket shall be the ATC Hooded Security Parka, Style 921G, navy blue. The back of the Severe Weather Jacket does not require any printing.
- **Rain Gear (optional):**
  - A yellow waterproof jacket and pair of trousers are authorized for wear over the CSU uniform during inclement weather. The rain jacket may be full length or hip length. "SHERIFF VOLUNTEER" shall be printed on the back of the rain jacket in black 3" block letters between the shoulder blades.

K-420 - 2

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- Skirt (optional):
  - Black A-line belt-less skirt, no pleats. Side or back zipper. Knee to mid-calf length. Hose shall be worn with the skirt. The skirt is to be worn during non-patrol activities only.
- *Uniform tie and tie bar* (optional):
  - To be worn with the long sleeve shirt only.
- *Uniform Turtleneck* (optional):
  - To be worn with the long sleeve shirt only.

K-420 - 3

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