

## **UNIFORM REGULATIONS FOR ALL FACILITY PROTECTION OFFICERS**

### **I. PURPOSE:**

To establish policy and procedures for Facility Protection Officers (FPO) concerning authorized use and proper wear of assigned uniform.

### **II. POLICY:**

Uniformed FPOs, although contract employees, are publicly recognized representatives of the State of Tennessee and should project the best possible image when in uniform. Strict standards are applied to the wearing of the uniform.

### **III. APPROVED UNIFORM:**

#### **A. Shirts:**

1. Long sleeve (winter), short sleeve (summer), light gray with corresponding dark gray shoulder epaulets and pocket flaps.
2. All shirts shall have a shoulder emblem on each shoulder
3. Shall not have articles protruding from the pockets or causing pockets to noticeably bulge.

#### **B. Trousers:**

1. Plain dark gray slack type, no cuff with a one (1) inch light gray stripe sewn on the lateral seam on both trouser legs.

#### **C. Necktie:**

1. Clip-on type, dark gray to match the uniform.
2. Ties will be worn at all times when wearing the winter uniform.

#### **D. Jacket:**

1. Dark Gray lightweight or field.

#### **E. Headgear:**

1. The issuance of headgear is optional and at the discretion of the Contract Security Agency (CSA). In the event the CSA issues headgear to FPOs, a standard dark gray ball cap with the FPO emblem embroidered on the front shall be issued. In addition, a solid dark gray stocking cap may be issued to be worn during times of inclement weather. Headgear shall only be worn outdoors and must be removed upon entering any State facility.

F. Emblems and patches:

1. Shoulder emblem(s) on shirts and jackets shall be tombstone shaped cloth with the words "Facility Protection Officer" and the Tennessee State Seal interposed onto the background of a yellow seven point star.
2. Shoulder emblems are worn on both arms of shirts and jackets, centered on the sleeve one (1) inch below the shoulder seam.
3. No patches, other than shoulder emblems, shall be worn on the uniform jacket.
4. A badge patch shall be worn on the upper left front of the uniform jacket.

G. Socks:

1. The color of the socks shall be black and of a length that covers the leg when the FPO is in a standing and seated position.

**IV. SEASONAL CHANGE OF UNIFORMS:**

- A. The seasonal change of uniforms shall occur for all FPOs during the following periods:
1. April 1st, winter to summer.
  2. November 1st, summer to winter.

**V. APPROVED LEATHER GEAR:**

A. Belt and holster set:

1. Black leather basket weave belt with matching holster, impact weapon case, magazine case (with two (2) magazines), chemical weapon case, handcuff case, portable radio carrying case (if applicable), and four (4) belt keepers.

2. Trouser belt, black.
  3. Hardware on outer belt shall be silver colored for FPOs and gold colored for supervisors.
- B. The belt and holster set will be worn at all times when on duty.
1. The belt will be worn with the end pointing toward the holster.
  2. The holster will be worn on the appropriate side above the trouser stripe.
  3. The chemical weapon case will be worn between the belt buckle and the holster.
  4. Reserve ammunition magazine cases will be worn between the belt buckle and the impact weapon case.
  5. The impact weapon case will be worn between the magazine case and the portable radio.
  6. The portable radio will be worn between the impact weapon case and the handcuff case.
  7. The handcuff case will be worn opposite the holster behind the impact weapon case.
  8. The belt keepers will be worn in the following manner:
    - a. One (1) between the holster and the chemical weapon case.
    - b. One (1) between magazine case and the impact weapon case.
    - c. Two (2) on the back of the belt in line with the center of each hip pocket.
  9. All belt keepers will be worn encircling both belts with the outside snaps coming under the belt snapping toward the top.
- C. FPOs shall not adorn the belt with unauthorized equipment or accessories. Only approved items will be placed on the duty belt. In the event the CSA requests additional equipment to be carried on the belt, such equipment will be worn in a manner as determined and approved by the Contracting Officer's Technical Representative (COTR).
- D. Footwear:
1. Approved footwear is black shoes or boots. Footwear may be leather or vinyl and shall have a polished surface.

2. Suede, suede-like, canvas, or fabric materials are not acceptable.

**V. APPROVED UNIFORM ACCESSORIES:**

- A. Unauthorized insignias and pins shall not adorn the uniform and are prohibited. Metal wear shall be silver in color for FPOs and gold for supervisors.
- B. Only badges issued by the COTR shall be worn. The badge will be worn at all times when on duty. It will be worn in the place provided on the left front of the uniform shirt.
- C. Nameplate shall be worn on the shirt at all times when in uniform. No nameplate will be worn on jackets.
- D. Commission Card. FPOs shall wear their commission card issued by the Commissioner of the Department of Safety and Homeland Security on their uniform in a manner that is clearly visible to the public. The commission card shall be affixed to the right shoulder epaulet of the uniform shirt at all times while in uniform.
- E. Glasses/Sunglasses: If glasses or sunglasses are worn, they shall be maintained in good condition and shall be conventional and conservative in nature. Glasses or sunglasses shall not be hung from any part of the uniform.

**VI. SIDEARMS:**

- A. Only handguns and ammunition approved by the COTR shall be carried on duty.

**VII. PORTABLE RADIO:**

- A. The CSA will supply portable radios to all FPOs. When on duty, FPOs shall wear the portable radio on the belt, on the side opposite the weapon. If equipped with a speaker mic, it shall be clipped to the epaulet.

**VIII. HANDCUFFS:**

- A. Facility Protection Officers shall only carry one (1) set of silver stainless steel handcuffs on the uniform.

**IX. CHEMICAL WEAPON**

- A. Only a 2 ounce can of Freeze + P CS/OC chemical spray shall be utilized.

**X. IMPACT WEAPON:**

- A. Only a 21" expandable steel baton shall be utilized.

**XI. BODY ARMOR/PROTECTIVE VEST:**

- A. FPOs are permitted to wear a protective vest. However, the protective vest will only be worn under the uniform shirt.

**XII. AUTHORIZED USE:**

- A. The uniform will be worn at all times while the FPO is on duty.
  - 1. The uniform must be worn in its entirety as provided by this Order.
  - 2. FPOs shall only wear black crew neck "T" shirts with the short sleeve uniform. All other colors are prohibited.

**XIII. UNAUTHORIZED USE:**

- A. The uniform will not be worn when the FPO is off duty; with the exception of traveling to and from the workplace
- B. The uniform will not be mixed with other visible articles of civilian or other unauthorized clothing while on or off duty.
- C. Abuse:
  - 1. A FPO's uniform and equipment should be a source of pride. Proper care of the uniform is a reflection of his/her efficiency and attitude.
  - 2. It shall be considered abuse of the uniform when the uniform is worn, torn or mutilated or otherwise defaced – not while on duty, or when any FPO permits any unauthorized person to wear any part of his/her uniform.
    - a. Unauthorized persons are those who are not regularly salaried uniformed Commissioned FPOs.
    - b. Misuse of the uniform shall cause the FPO to be removed from working in State facilities.