

New York State Task Force -2
Standard Operating Procedure

Subject: Uniforms

Section: 100 General

Procedure # 106

Date: 09 April 2003

Revised: 24 August 2015 (BS)

Purpose: In the course of performing their duties, members of the New York Task Force -2 (NY-TF2) may require access to secure environments not open to the public, including possible crime scenes, hazardous areas, etc. Identification as a member of the NY-TF2 is necessary to gain access to certain areas as well as allay the concerns of the public. It is also important that team members are identified by the public as authorized and appropriate to enter an area. Accordingly, and in addition to proper identification cards, the Office of Fire Prevention and Control (OFPC) has elected to provide work clothing to NY-TF2 members so that he/she can be clearly identified when working in public or in other situations where security concerns may be at issue. Therefore, based upon these needs, and as funding permits, the OFPC will supply NY-TF2 members with specific items of clothing and equipment to be worn and used in specific work situations. The OFPC reserves the right to discontinue, modify, change or alter the provision of clothing and equipment, at any time, at its discretion.

The OFPC will supply NY-TF2 members with specific items of clothing/equipment to be worn/used in certain work situations. There is no cost to the member for clothing/equipment items provided. However, NY-TF2 members are expected to care for the clothing and maintain it in good repair and cleanliness.

Scope: This procedure applies to **ALL** New York State Task Force -2 (NY-TF2) members.

General Policy Related to OFPC/NY-TF2 Supplied Clothing/Equipment

Clothing which is provided to meet the work related purposes mentioned above will be provided at no cost to the member. The OFPC, and more specifically, the State Fire Administrator or his or her designee, will establish guidelines and/or provide additional direction, as necessary, to identify situations in which OFPC/NY-TF2 supplied clothing should/must be worn and what type(s) of articles of clothing should be worn during these situations.

The OFPC/NY-TF2 will maintain an inventory of clothing/equipment items provided to each member. Team members will be required to sign a receipt for all items provided and, thereafter, be responsible for keeping them safe, clean, properly sized and in good repair. Clothing should be maintained so that it is ready for use at all times.

Specific Policy Related to OFPC/NY-TF2 Supplied Clothing/Equipment

Only OFPC/NY-TF2 supplied clothing may be worn as part of a particular level of clothing. No visible personal items may be worn with a particular OFPC/NY-TF2 supplied uniform or parts of it, e.g., different color shirt, lapel pins, suspenders, etc.

Uniforms or uniform components other than those supplied by the OFPC/NY-TF2 may not be worn while conducting NY-TF2 business.

No article of OFPC/NY-TF2 supplied clothing will be worn except in the performance of official NY-TF2 business.

Only approved optional items may be worn with OFPC/NY-TF2 issued clothing.

Specialty insignia, patches, etc. will be worn only upon approval of OFPC.

Issued Clothing/Equipment Articles Are the Property of the Office of Fire Prevention and Control

All clothing and other items issued by the OFPC/NY-TF2 remain the property of the OFPC/NY-TF2. Therefore, these items must be returned to the OFPC/NY-TF2 upon request or upon separation from NY-TF2. Failure to return clothing when requested, or upon separation from NY-TF2, may result in criminal charges being filed until such items are returned.

OFPC may call for an inspection of any and all issued items with reasonable notice. Members must submit OFPC/NY-TF2 supplied clothing immediately following such a request. OFPC may remove from service any items deemed unserviceable.

OFPC/NY-TF2 has the right to replace clothing items as it deems necessary. Should circumstances occur that members require replacement of clothing components, he/she may make a request for replacement to their Squad Officer. Replacement of uniform components before the end of their useful life will be at the discretion of the OFPC/NY-TF2. Replacement of clothing components which are lost, ruined or destroyed as a result of member negligence will be the responsibility of the member.

After the initial uniform has been issued any request for additional uniform pieces, exchanges or replacements must be made through your direct branch supervisor i.e. Rescue Squad Officer, Technical Team Manager, Medical Team Manager, etc. If your branch supervisor approves the request he/she will fill out a Request for Issue form, sign it and give it to an OFPC staff member or member of the uniform committee. When the additional pieces are issued the form will then be signed by the member to acknowledge acceptance, and the person issuing the uniform piece(s). This form will then be entered into the uniform database and finally placed in the members personnel file.

Appropriate Wear of OFPC/NY-TF2 Supplied Clothing

All NY-TF2 members will be assigned the following uniform/equipment items based on their level of training.

The listing below details the three levels and pieces of clothing/equipment that comprise each class.

Water Rescue	Basic	Deployable/Rescue
Dry Suit	2 short sleeve T-shirts	2 additional SS shirts
Water Rescue Helmet	2 BDU pants	2 additional LS T-shirts
Booties	2 Long Sleeve T-shirts	2 additional BDU pants
Dry suit Liner	1 pair work gloves	USAR Gear Top /Bottom
Water Rescue Gloves	2 T-shirts	Helmet goggles
PFD	1 Team hat	
Rescue Knife	1 pair boots	
Gear Bag	Safety goggles/glasses	
	Gear Bag	
	1 helmet (KIWI R3)	

* Based on position

Patches – If Supplied, State program patch will be worn on the left sleeve of BDU shirts and jackets. Team patch will be worn on the right sleeve of BDU shirts and jacket. Patches will be centered on the sleeve and 1 inch below the shoulder seam.

Rockers –If Supplied, Team rocker (NY-TF2) will be worn centered over the stitching of the left breast pocket flap on BDU shirts and jacket. Name rocker will be worn centered over the stitching of the right breast pocket flap on BDU shirts and jacket. Name rocker on pants will be worn centered over the stitching of the right rear pocket flap on the BDU pants. The ends of all rockers shall be even with the edges of the pocket and shall be tucked under when sewn to make for a smooth edge that will not fray.

Helmet – Helmet will have a team identification sticker on the front, team position name on the sides and team members’ name on the back. Red helmets will be issued to all team members except Regional Response Team Leaders (white helmets) and Safety Officers and Medical (blue helmets). Helmets may not be adorned with any unauthorized stickers or logos.

T-shirts and Sweatshirts – T-shirts and sweatshirts will have either team (NY-TF2) or program (NYS U/TSAR) stenciled on the front left breast and back or the garment.

BDU Shirts and Jacket –no longer issued but if they are used the following will proper. BDU shirt and jacket will have appropriate patches and rockers as described above and have program stenciling on the back of the garments.

Team Hat – Hats are not to be worn indoors. No other patches, badges, pins or accessories are to be displayed on a team hat.

Wearing of Uniform – The above listed items are to be worn for team training, team deployments, and any public team function. A Team Leader , Program Director or Chief from the Special Operations Branch will be responsible for issuing the uniform of the day.

Appropriate Clothing by Work Assignment

Classroom Training	Boots, BDU Pants, T-Shirt or BDU Shirt*
Parades/Public Appearances	Boots, BDU Pants, T-Shirt and BDU Shirt or Team Golf Shirt (as long as everyone is consistent)
Hands-On Training	Boots, BDU Pants, T-Shirt and/or BDU Shirt (If weather and safety allows)
Meetings	Appropriate attire (no shorts, sandals, or incomplete uniform i.e.: Team t-shirt w/ Jeans)
Driving a State Vehicle	Boots, BDU Pants, T-Shirt or BDU Shirt*
Course Instructors	Boots, BDU Pants, T-Shirt and/or BDU Shirt or Team Golf Shirt**
Activations	Boots, BDU Pants, T-Shirt and BDU Shirt ***

* Or appropriate attire (jeans or slacks w/ a golf shirt or dress shirt is acceptable)

** Or as otherwise directed by the Program Director or Chief in the Special Operations

Branch

*** Other appropriate Team issued clothing and equipment

Members may NOT combine Team issued clothing with non Team issued clothing

Members participating in assignments that do not have the required Team issued clothing/equipment should wear appropriate clothing based on assignment and pre-approval of a Team Leader, Squad Officer or OFPC staff member.

Members shall not wear any uniform or uniform components other than those specified in the above table when performing the work duties specified. In addition, attachment of official insignias, patches, etc. are not permitted on clothing other than those supplied or approved clothing.

Shirts

Specific instructions regarding various shirts.

a. During cold weather periods the jacket liner may be worn instead of the BDU shirt with permission from the NY-TF2 Leader or OFPC staff.

b. The pocket flaps of all uniform shirts are to be closed and buttoned.

Undershirts, if worn, shall be the blue team issued T-shirt.

Only approved optional items may be worn with the issued uniforms.

Miscellaneous

Decorative jewelry (except wedding bands and watches), packages of tobacco products, small pocket knives, pen and pencil holders, eyeglass cases, and the like, if carried, will not be visible while the member is in uniform.

- a. Writing instruments carried in the uniform shirt pocket are not to be visible and shall not prohibit the pocket flap from being buttoned properly.
- b. Item such as pagers, keys, medical equipment, knives, Leatherman tool, etc. if carried on the belt, shall be either black in color or carried in a black case.
- c. During an activation cell phones may only be carried/used with permission from the NY-TF2 Team Leader or OFPC staff.

Consequences for Failing to Comply With Clothing Policy

Should a member of the NY-TF2 who has been supplied with clothing and other items fail to comply with this clothing policy, he/she will be warned about the noncompliance in the first instance and directed to comply in the future.

For all future instances of failing to comply with the clothing policy, disciplinary action may be taken with penalties up to and including dismissal from the Team.

Authority:
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