

NIAGARA FALLS POLICE DEPARTMENT General Order

DATE: 09/17/2013	SUBJECT: Authorized Uniforms and Equipment; Badge Replacement	NUMBER: 308.00 (NYSLEAP O-42-1)
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- I. Purpose:
 - A. The purpose of this policy is to identify and describe the proper uniform components and authorized equipment for NFPD uniformed personnel.

- II. Policy:
 - A. NFPD officer shall wear their uniform and equipment exactly as proscribed.

- III. Procedure:
 - A. Uniformed officers shall display their badge continuously.
 - B. The badge shall be worn on the officer's outermost garment, over the left breast.
 - C. Uniformed officers on outside duty will wear their hats properly, except for normal courtesy or effective police action.
 - D. Name tags shall be worn over the right-hand pocket of the outermost garment.
 - E. Department award pins may be worn over the name tag pin.
 - F. Uniformed officers shall wear black, unadorned, cleaned and polished shoes or boots.
 - G. Officers shall maintain their uniforms, civilian attire and equipment in serviceable condition. Clothing shall be clean, pressed, and shall not be noticeably patched, torn or worn. Leather and metal equipment shall be well polished.
 - H. All officers, regardless of rank or assignment, shall maintain a complete, well-fitted, serviceable regulation uniform at all times. Each officer shall be capable of passing supervisory inspection upon immediate notice.

- I. Officers shall only carry equipment approved by the NFPD. Officers shall carry the following:
 1. Badge;
 2. Identification card;
 3. Handcuffs;
 4. Department issued fully loaded firearm; (see G.O. 122.20 Use of Force – Firearms);
 5. Department issued ammunition; (see G.O. 122.20)
 6. Department issued electronic controlled weapon (see G.O. 122.40 Use of Force - Electronic Controlled Weapons);
 7. Department issued chemical agent; (see G.O. 122.30 Use of Force - Chemical Agents)
 8. Baton; (see G.O. 122.50 Use of Force – Impact Weapons)
 9. Department issued police radio;
 10. Flashlight;
 11. Pen and notebook;
 12. Body armor;
 13. Any other equipment authorized by the Superintendent of Police.

- J. Class B Uniform:
 1. NFPD officers and supervisors are authorized to wear the NFPD Class B Uniform when serving in special assignments and in training. Authorization of the wearing of this uniform may be granted by Shift/Division Commanders at their discretion.

 2. The Class B Uniform consists of 5.11 khaki colored pants and 5.11 police blue polo shirt (long or short sleeve) with the appropriate (gold or silver) NFPD badge embroidered over the left breast and a black or tan belt with matching shoes or boots.

 3. The Class B Uniform is never authorized for wear while serving in a patrol function or for court appearances.

- K. Badge Requests:
 1. Purchase of secondary or replacement badge due to loss, theft or damage:
 - a. An incident report is to be completed as soon as possible by the officer requesting the badge detailing the events leading to the loss or theft.

- b. A request for a replacement badge for a lost or damaged badge during a members regularly scheduled tour of duty shall be documented and reviewed by the Administrative Captain.
 - c. A Request for Secondary or Replacement Badge Form must be completed and submitted with the accompanying Incident Report to the member's immediate supervisor.
 - d. Any badge replaced as a result of damage will be returned to the Personnel Officer once the replacement badge is received.
2. Purchase of secondary or additional badges: (i.e.; Replacement, Wallet Badge, Secondary Employment, Secondary Uniform Badge.)
- a. A Request for Secondary or Replacement Badge form must be completed by the member and submitted to their immediate supervisor.
 - b. The supervisor will submit the request up the chain of command without necessary delay.
 - c. The request form will be reviewed by the Administrative Captain or his designee, approved or rejected and returned to the member via the chain of command. The Administrative Captain or designee will retain a copy of the request in the member's file.
 - d. Once authorization has been obtained by the Administrative Captain, members are permitted to order and purchase the secondary/replacement badge.
 - e. Members are not restricted to purchase from specific vendors.