



SOP# 306

Uniform Policy

Effective: June 30, 2016

Updated: N/A

Reviewed: August 2022

Approved By:

**Chad Newland
Regional Director**

Purpose

In accordance with acceptable professional standards in the business community and minimal Personal Protective Equipment (PPE) standards, the following policy shall apply for all applicable uniform employees. Field employees are provided with the resources to protect themselves when their work environment exposes them to hazardous conditions.

Policy

1. Uniform Dress Code

- a. Uniforms are designed to provide safety and easy identification of American Medical Response employees while on duty. No employee will be permitted to add, delete, or wear any other style of uniform, emblem, or pin in lieu of this uniform policy without specific authorization from management.
- b. Wearing uniforms while not on duty or while performing non-company related business is prohibited.
- c. Employees are responsible to wear and maintain his/her uniform in a clean, orderly fashion at all times and in accordance with this policy. The Company reserves the right to designate all types, styles and colors of uniforms issued to each employee.
- d. Employee uniforms are not considered personal safety equipment. As such, employees are required to utilize the appropriate issued safety equipment and that provided in every ambulance.
- e. Worn or damaged uniforms must be replaced.

2. Two piece uniforms

- a. Must be navy in color
- b. Long or short sleeve shirt with sleeves rolled down at all times and buttons secured above breast pockets
- c. Company patch with appropriate rank on left sleeve 1 inch below shoulder seam
- d. County patch on right sleeve 1 inch below shoulder seam
- e. Black belt must be worn at all times. Belt must be black with silver buckle and uniform in appearance.
- f. Pant legs will not be bloused at any time

2. Boots (Employee purchase)

- a. Shoes that are black in color and of a polishable material must be worn while on duty. Boots are to be kept shined and in good repair.



3. Identification Badges
 - a. Must be worn at all times while in uniform
 - b. Must be worn at all times out of uniform while at the Operations Center for any reason
 - c. Must be worn forward and not defaced in any way (pins, tape, decals, etc.)

4. Hats (Optional-employee purchase)
 - a. AMR logo or "Contra Costa County" baseball style hats or knit caps with the AMR logo only from the Company approved vendor may be worn while in uniform.
 - i. No other hats will be allowed

5. Undershirts/Over shirts (Employee purchase)
 - a. Navy blue turtleneck or navy blue crew neck undershirts may be worn under the uniform in cold weather. Only an AMR logo on the undershirt collar may be visible. The uniform must cover all other logos and printed material.
 - b. AMR logo, navy blue collared or crew necked sweatshirts from the Company approved vendor may be worn while in uniform, collared uniform shirt must be worn underneath. No other shirts or logos will be allowed to be worn over the uniform.
 - i. THE WEARING OF ANOTHER AGENCY'S INSIGNIA ON ANY PART OF THE UNIFORM OR VISIBLE UNDER OR OVER THE UNIFORM IS PROHIBITED.

6. Appearance

Since the nature of our business will bring us into close physical contact with many persons and in varied situations, the obvious need for good personal appearance and hygiene becomes apparent.

 - a. Hair
 - i. Hair must be kept clean and well-groomed so as to avoid any potential interference with vision or work performance.
 - ii. Hairstyle should reflect the professional image that we are attempting to project to our allied agencies and colleagues. Extreme hairstyles will not be permitted.

 - b. Facial hair
 - i. Sideburns are to be carefully trimmed and must not extend below the ear lobes.



- ii. Beards, soul patches and goatees will be allowed providing;
 - 1. It is in accordance to AMR Respirator Policy #1240 (for ride along purposes)
 - 2. They are neat and trim
 - 3. Do not extend more than 1 inch below the bottom of the chin.

c. Hygiene

- i. All personnel shall bathe regularly. Body odor is not always apparent to the person having it so good bathing habits are essential.
- ii. Deodorants are suggested. Perfumes or colognes should be used sparingly.
- iii. Clean underwear and socks are essential and must be worn. Underwear and socks shall not be visible from outside the uniform.
- iv. Due to close contact with the people we work with, Halitosis can be offensive to others and must be attended to.
- v. Fingernails must be trimmed and clean.

C. Enforcement of Policy

- 1. Violations of this policy are subject to corrective action up to and including termination of employment.