

# STANDARD OPERATING PROCEDURES



Title  
**Uniform and Equipment Board**

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Topic / Number  
**Review Boards**

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Effective Date  
**June 12, 2003**

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Distribution  
**B**

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## DISTRICT OF COLUMBIA

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### I. BACKGROUND

The Uniform and Equipment Board has been established to oversee all matters relating to uniforms and equipment for the purpose of improving the quality of the same.

### II. POLICY

The policy of the Metropolitan Police Department is to establish a Uniform and Equipment Board to set the standards and monitor the quality of uniforms and equipment for the Department.

### III. REGULATIONS

- A. The Uniform and Equipment Board shall oversee all matters relating to uniforms and equipment for the purpose of improving their quality. Based on the approval of the Chief of Police, the decision of the board in all matters relating to fit, style, necessary alterations, and all other factors necessary to provide uniforms in accordance with approved specifications shall be final and conclusive.
- B. Membership of the Uniform and Equipment Board shall consist of:
1. The Senior Executive Director, Office of Corporate Support, Chairman,
  2. The Manager, Equipment and Supplies Branch,
  3. The Assistant Chiefs, on a rotating basis,
  4. The Chief Financial Officer, Office of the Chief Financial Officer,
  5. The Commander, Special Operations Division,
  6. The Manager, Medical Services Branch,
  7. The Director of Directive Development and Accreditation, Office of Organizational Development,
  8. A representative from the Fraternal Order of the Police Union,

9. A representative from the Metropolitan Police Officers Association (MPOA),
10. A representative from the National Association of Government Employees (NAGE), and
11. A member of Corporate Support, Administrative Support, who shall serve as Board Recorder.

#### IV. PROCEDURAL GUIDELINES

A. The members of the Uniform and Equipment Board shall:

1. Advise the Chief of Police with respect to the management of logistical activities and devise and recommend to the Chief of Police policies relating to uniforms and equipment;
2. Review and approve, in accordance with the policies of the Chief of Police, specification for all uniforms and equipment to be purchased by the department; (CALEA 41.3.4)
3. Keep abreast of research and technological developments relating to equipment for possible departmental application;
4. Monitor the development of, testing, and evaluation of all articles of uniform and equipment. In this respect, the Uniform and Equipment Board shall inspect all uniforms and equipment furnished by contractors, and no article shall be accepted unless it conforms in specific detail to the established specifications; (CALEA 41.3.4)
5. Establish policies relating to condemnation and replacement of uniforms and equipment; (CALEA 17.5.2) and
6. Submit to the Chief of Police, at the close of each fiscal year, a report showing the work performed by it during the preceding year.

B. The Manager, Equipment and Supplies Branch, shall:

1. Acting for the Uniform and Equipment Board, inspect new articles of uniform and equipment proposed for replacement and approve or disapprove such actions; and
2. Review the reports of each loss of, or damage to uniforms and equipment, and recommend whether the member or whether the Department is financially responsible for replacing the item in question.

// SIGNED //  
Charles H. Ramsey  
Chief of Police